

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
(586) 685-5750

COUNCIL MINUTES

Mt. Clemens Public Library
September 13, 2007

I. The meeting was called to order at 9:34 a.m. at the Mt. Clemens Public Library.

Present: Smith (Armada), Kwitkowsky (Chesterfield), Neal (Clinton-Macomb), Sterling (Eastpointe), Schmidli (Fraser), Parus (Harper Woods), Hoffmeyer (Lenox), Reghi (Lois Wagner), Goike (MacDonald), Casamer (Macomb), Worrell (Mount Clemens), Graham (Ray), Harper (Romeo), Valade (Roseville), Turgeon (Sterling Heights), Orlando (St. Clair Shores), Chambers (Shelby), Doege (Utica), Henderstein (Warren), Woodford (SLC)

Absent: Cross (Center Line), Russ (Troy)

II. Approval of the Agenda.

Turgeon moved to approve the Agenda, supported by Chambers. Motion carried.

III. Approval of the Minutes of the last meeting.

Henderstein made a motion to approve the minutes of the last meeting, supported by Orlando. Motion carried.

IV. Guests.

- A. Jessica Cheshire, Director, Macomb Literacy Partners. Jessica distributed new brochures with a display board to each library and announced an upcoming book fair. The book fair is the weekend of November 10-11 at Barnes & Nobles on Hall Road, east of M-53 and the B. Dalton bookstore in Macomb Mall. MLP will be holding book signings at the Hall Road location only. MLP has designed an informational poster and a yellow voucher to distribute to the libraries. The patron gives the voucher to the store cashier and MLP will receive a percentage for each book purchased.
- B. Stephen Bajjaly, Director and Megen ReHahn, Academic Services Officer, Library Information Science Program, Wayne State University. Stephen discussed the Information Management Graduate Certificate classes now available at MCC Center Campus. Materials will also be available at the University Center open house on October 21st from 12:30-3:00 pm on the MCC campus. Stephen asked the directors to partner with the LIS Program and to host a meeting for library staff that may be interested in enrolling in this program. SHL has volunteered to host the first meeting.

V. Suburban Library Cooperative Business.

A. Automation

Libraries are receiving unsorted bags and checking in DVD and/or CD items that are missing from their cases after being checked out from the originating library. SLC purchased 200+ white bags from MCL and they are not in circulation within our libraries. ProMed distributed bins to the libraries that were used and dirty. Bins seem to be better for AV materials and stacking. A meeting is scheduled with ProMed, Michigan Library Consortium (MLC) and library staff on September 27th at 1:00 pm at the Sterling Heights Public Library to further discuss these issues.

B. Personnel Committee Recommendations

After reviewing the budget, with the receipt of the second state aid check, and with SLC staff evaluations, Woodford included 1.5% cost of living (COL) and 1.5% merit increases. The Head of Systems does not have a pay range at this time. The new Systems Librarian will have the same salary range as the Cataloger and the ad will go out around October 1st.

Motion made by Turgeon to approve the Personnel Committee recommendation of 1.5% COL and 1.5% merit increases, seconded by Doege. Motion carried.

C. FY 2006/2007 Budget

General Fund is balanced through the end of August. Everyone should have received an invoice for you indirect state aid.

Interest rates have gone up on two CDs; 5.4% and 5.1%. The proprietary fund report was distributed and is also earning substantial interest revenues. Allocations for retained earnings were not used and will be rolled in to next year's budget.

D. FY 2007/2008 Budget

Due to possible state aid cuts, SLC will prepare two budgets again for 2007/2008. One with a 50% cut and one without a cut. Suggestion made by Neal to have each director email Art regarding how the loss of state aid will affect their library and Art can compile a letter to submit to our local representatives. Please email your comments to woodfora@libcoop.net ASAP.

Motion made by Chambers to move forward with the budget process, seconded by Turgeon. Motion carried

E. Annual Plan

Change item IV. 1. a.: Maintain stability especially for the SLC staff and member libraries.

Motion made by Parus to approve the Annual Plan as amended, seconded by Chambers. Motion carried.

VI. Announcements and Information.

A. Future of Cooperatives

Larry Neal has agreed to be a part of a one day meeting with the state librarian to discuss the restructuring of the Cooperatives in Michigan. Questions for Larry to ask: Does the state dictate how state aid money is spent?

B. Meeting with Nancy Robertson, State Librarian

The meeting with Nancy Robertson was very well attended by SLC directors and other library representatives. One good thing from the meeting was that everyone brought up how well SLC works and how well it is organized.

C. Shared Technology Committee – Urban Cooperation Act

The four Cooperatives that have shared automation systems will be attending a meeting on Tuesday, September 25th to look at the ramifications of separating the automation system from the cooperative.

D. Macy's Museum Adventure Pass

The display rack is being mailed to each library and other materials will be distributed through SLC. The Library of MI will be sending out a participation form for all the libraries to sign. SLC will create a record for each museum and the libraries will need to create each item. Can the Circulation Roundtable create a set of circ procedures on how to use the MAP program?

E. MLA Public Policy.

Turgeon and Neal are attending Legislative Day on November 6th.

VII. Member libraries' announcements/concerns.

Thank you to the Mt. Clemens Public Library for hosting the meeting and the nice 2008 pocket calendar.

The Macomb Cultural Center and Center for the Performing Arts is offering SLC an opportunity to do a reading program with the prize being two tickets to see Arthur Live, February 3rd at 4:00 pm. More information to follow.

ARM – Renovating the upper level and the Historical Society is moving /organizing items.

CLL - Absent

CHE – Betty Tobin funds are being released and we are making a list of items we need. \$1,000 from Kohl's was received for children's programming so we are having the Detroit Science Center Star Lab come next year. Planning to ask the voter's to become a District Library without an increase in taxes.

CMPL- DSLRT survey needs to be completed soon. The DSLRT is at 9:30 am, September 21, at the Southfield Public Library. The November 16th meeting is at Warren Public Library.

EPL - New façade almost done and new windows will be in.

FRA - The city had great turnout for their fun day and all the departments' setup events to do. Starting to get ready for our 3 days of Christmas celebration at the end of November. Went to the wholesale market in Lansing.

HPW – The city had a nice open house for all departments last weekend.

LEN – No Report.

LWM – Finished interior painting. Vernon Wieland of Bluebird Antiques is coming September 27th from 6-8pm.

MPL – Does anyone have information on the Investment Program with Radio Station WWJ 960? Turgeon to send information. Jazz concert on Oct. 9th, 7 pm with Mike Heshion (Michigan Mick became his nickname as he toured London.)

MCL – We are participating in the Great MI Read Program. The upcoming book is *Nick Adams Stories* by Ernest Hemingway. A traveling exhibit called *Up North with the Hemingways* will be at the Macomb Cultural Center May 16-June 2nd and also at Wolcott Mill Historic Center June 6th – 23rd. Passport Program on September 18th. November 16th is our bowling fundraiser at Fountain View Lanes, check in is at 8:00pm.

MTC – Newsletter and 2008 calendar distributed. The Library Boosters are holding a used book sale September 28-30.

RAY – No Report.

ROG – No Report.

RSV – Do we have a limit on the amount of holds or can we get a flag when too many books are on hold? A patron has a large number of our books and books from other libraries that are overdue and legal action has been sought. Council felt that this is a situation to take to the Standards and Procedures Committee.

SCS – St. Clair Shores Art Fair is September 14- 16. Civil Service test for our two vacancies are happening now. Our Friends group is hosting a euchre club on October 19th. St. Clair Shores is having a police and fire millage in November. Marguerite Humes, author of *Celebrating 300 Years of Detroit Cooking - 1701 to 2001* had a successful Victorian kid's day.

SBL- Re-cabling is complete and computers are not crashing. Currently, we are working on a design for a 2 person (tutor/student) study area.

SHL – In September, we are having a drawing for a portable DVD player and MP3 player for adults and children for the September library card signup month. Currently we are moving shelves to make room for new study rooms.

TPL – Absent.

UPL – No Report.

WPL – WCV is closing at 2pm on the 20th and Saturday the 21st to celebrate the 50th birthday party for Warren, September 21-23rd.

VIII. Public Participation.

No public participation.

IX. Next meeting date.

The next meeting will be October 11th, 2007 at the Suburban Library Cooperative at 9:30 a.m.
Continuing Education meeting to follow.

X. Meeting adjourned at 11:52 a.m.