

**SUBURBAN LIBRARY COOPERATIVE**  
**16480 Hall Road**  
**Clinton Township, Michigan 48038**  
**(586) 286-5750**

**COUNCIL MINUTES**  
**Macomb County Library**  
**April 8, 2004**

- I. The meeting was called to order at 9:35 a.m. at the Sterling Heights Public Library.

Present: Smith (Armada), Russ (Center Line), Kwitkowski (Chesterfield), Hage (Clinton-Macomb), Sterling (Eastpointe), Parus (Harper Woods), Thomas (MacDonald), LaBelle (Macomb), Kruse (Romeo), Valade (Roseville), Woodford (St. Clair Shores), Burgeson (Shelby), Lingeman (Sterling Heights), Stoutenburg (Troy), Henderstein (Warren), Turgeon (SLC).

Absent: (Fraser), (Lenox), Reghi (Lois Wagner), Worrell (Mount Clemens), Doege (UPL)

- II. Approval of the Agenda.

Hage moved to approve the Agenda, supported by LaBelle. Motion carried.

- III. Approval of the minutes of the last meeting.

Hage moved to approve the minutes of the last meeting, supported by Valade. Motion carried.

- IV. Suburban Library Cooperative Business.

A. Automation

Handouts for PC pricing from Gateway and Dell were distributed. Dell pricing is listed at \$1,228 with 3 year warranty, the 4 year warranty is an extra \$100. The Gateway price is quoted at \$1,409. Both include the flat panel monitor. The whole quote is included so you can order exactly what you want. Send orders to Chris by May 7. You should receive PC's in early June.

Chris and Ken's class on Hardware Troubleshooting went well. Class will be offered in August and in the fall. We encourage one person from each shared system library to attend.

Patron purge was completed with 16 libraries responding. 2,707 patron records were removed.

sent ILL Annual Plan Committee is working towards more reciprocal borrowing among libraries. A letter will be to library directors explaining progress and what we're asking for from the libraries.

Envisionware order did go in, should receive in a couple of weeks. 8 libraries purchasing it right now.

B. Annual Plan – Process Analysis Proposal

Goal to analyze 2 processes used and to determine the best way to use the system to make those processes run more smoothly. Quote from Sirsi for 2 day onsite visit for each process. 1 for ordering materials and 1 for adding new bib records as a system. Cost for each 2 day site visit is \$5,100, for a total of \$10,200 to be paid from the shared system budget.

Motion by Woodford to purchase consultant services from Sirsi for both ordering materials and adding new bib records, supported by Russ. Motion carried.

C. MeL Statewide Delivery Service

Not sure how this new service will effect TLN deliveries with MiLE. MiLE board needs to meet to discuss. Statewide delivery service will cost \$900 a year for 2 day/week service. Materials must be packaged for statewide delivery. We will maintain delivery service contract with MCL through 2006.

Motion to sign up for 2 days/week delivery with the MeL Statewide delivery Service was made by Hage, supported by Parus. Motion carried.

D. Standards & Procedures Committee Recommendations

The committee recommends to continue to use the SLC Non-Resident card as approved at \$200.

System currently set to block patron if they have \$5 in overdues or 5 overdue items. Is this sufficient or would you like to see this amount increased? Will send out email ballot and report on this at the next council meeting.

Local Use Only stickers up to individual library how they want to indicat local use. HPW is increasing its local use only card fee, to take effect May 1.

Announcements and Information.

A. Sirsi "Director's Station" demo at 11 a.m. at SHL

Sirsi demonstrated new product. Cost for SLC would be \$82,500 and an annual subscription of \$17,500.

B. MLA Public Policy

No further information.

C. One Book, One Community.

Pricing for Banners – Outdoor banner for \$110, indoor banner for \$80, will say One Book One Community. Let Tammy know by the end of next week if interested in purchasing banners, which one and how many?

Tammy will send an email reminder.

Kickoff will be held Saturday, May 22, 2004 at 9:30 a.m. at the Shelby Township Library. John King will announce the One Book, One Community title at the beginning of the program.

An author-led book discussion will be held on Tuesday, July 27, 2004 at 7:00 p.m. at the Eastpointe Community Center.

An author reception will be held on Thursday, August 12, 2004 at 7:00 p.m. at the Romeo Graubner Library.

The author luncheon will be held on Wednesday, August 18, 2004 at 11:30 a.m. at the Clinton-Macomb Main Library.

The committee asks all participating libraries to submit events and dates to Cindy Guthrie today.

VI. Member libraries' announcements/concerns.

Thank you to Sterling Heights Public Library for hosting the meeting.

EPL- Grand Opening of Garden, April 17 at 1 p.m.

CLL- Budget meeting with City Council Monday night. Circulation and processing figures are up. 2 programs in March with attendance over 100.

- RSV- April 16- Farm Lady Barnyard program, April 19- Rosco – MISD Grant Craft programs, April 23- Teen Game night, Friends doing a daily book drawing everyday during National Library Week, April 17- Volunteer Appreciation Lunch.
- SBL- Overwhelming response to programming. Tea Party in 2 weeks.
- ARM- Funny Farm program for National Library Week.
- MCL- Postage machine installed. Virtual Reference demonstration April 15 at 3 p.m.
- CHE- Received a \$1500 grant for large print books. New security system. Busy with programming.
- MPL- Getting ready for NLW. Community Artists exhibit.
- CMM- Teen web page one of the top 20 in the U.S.
- ROG- March was a busy month. Programing for NLW. Waiting for decision on arbitration case.
- SCS- Successful program with Rosco – MISD.
- WPL- WEG & WMB closing April 1. Other library branches to absorb staff. Outsource cleaning. City Council meeting Tuesday, April 13 to put millage on ballot for August. Groundbreaking for new library/city hall July 4.
- SHL- Busy March. 25000 hits on library home page. Bob the Builder program next week, DPW will bring 2 big trucks to the program.
- HPW- Building plans and programming.

#### VII. Public Participation.

No public participation.

#### VIII. Next meeting date.

The next meeting will be May 13, 2004 at the Clinton-Macomb Public Library.

Meeting adjourned at 10:40 a.m.