

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

COUNCIL MINUTES

Macomb County Library
February 13, 2003

I. The meeting was called to order at 9:32 a.m. at the Macomb County Library.

Present: Smith (Armada), Russ (Center Line), Lusardi (Chesterfield), Hage (Clinton-Macomb), Conte (Eastpointe), Suess (Fraser), Parus (Harper Woods), Johnson (Lenox), Reghi (Lois Wagner), Thomas (MacDonald), Deis (Macomb), Kruse (Romeo), Valade (Roseville), Burgeson (Shelby), Woodford (St. Clair Shores), Lingeman (Sterling Heights), Stoutenburg (Troy), Henderstein (Warren), Turgeon (SLC).

Absent: Worrell (Mount Clemens), (Utica).

II. Approval of the Agenda.

Addition to the Agenda: IV. C. Public Relations Committee Recommendations

Suess moved to approve the Agenda as amended, supported by Henderstein. Motion carried.

III. Approval of the minutes of the last meeting.

Russ moved to approve the minutes of the last meeting, supported by Woodford. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation.

Electrosonics was selected for the firewall/network security project. Firewall and switches have been ordered. Installation is scheduled for the last week of February. SLC and Electrosonics staff will visit libraries that currently have Ameritech connections that week to change the addresses on the computers. The computers will be down during the process. Libraries will be notified when the visits are scheduled.

Internet connection will be switched on Feb. 14th at 8:30 a.m. It should be back up at 9:00 a.m. This will double the bandwidth to SLC.

The DVD title problem is 90% fixed. If staff finds a title that still has [(dvd) videorecording] listed several times in the title and they are able to identify the title, they should send the control number and the title to Teresa Meng.

The Rebuild Text program was run on Feb. 9th to re-index all the titles and put them in publication order. This program will be run monthly.

Short-term loan notices for items that go out for a short period of time were being sent only to patrons who had mail or email notification. Patrons with phone notification did not receive notices before ten or twelve days. That has been changed and all patrons will now receive short-term loan mailer notices.

B. Budget Update.

The State Librarian was asked to look at budget cuts for this year and next year. A likely scenario is .40 per capita for this year (4.25% cut) and .355 per capita next year (11.75% cut). The SLC Board approved a budget revision for this year based on .40 per capita and using \$91,963 of the fund balance. They would like to make further cuts this year to help with the additional large cuts next year. In order to maintain present services, the only area that can be cut is processing reimbursement.

Stoutenburg made a motion to recommend to the Board to stop processing reimbursement as of Feb. 28, 2003, move the remaining cataloging expenses to the Internal Service Fund for the current fiscal

year, provide no processing reimbursement for 2003-2004 and move cataloging expense to the Internal Service Fund, and set automation fees at \$4600 per user for 2003-2004 and \$4700 per user for 2004-2005. Motion supported by Sues. Motion carried.

C. Public Relations Committee recommendations.

The Public Relations Committee recommends the creation of a bimonthly SLC newsletter geared towards member libraries, legislators, and newspapers. The committee also recommends creation of a tri-fold brochure explaining services that SLC provides.

Lusardi made a motion that the Public Relations committee develop a draft newsletter and brochure and obtain estimates of cost for printing these items, supported by Parus. Motion carried.

V. Announcements and Information.

A. MLA Public Policy.

SB15 would require libraries to require identification and log computer users. It probably will not go anywhere. Meeting is scheduled on Feb. 28th in Livonia.

SB80 would keep weigh stations open 24 hours a week.

ALA is sponsoring Lawyers for Libraries programs to equip attorneys to counsel and defend libraries, librarians, and library trustees. MLA will provide a list of lawyers in Michigan that members could use if they were presented with a subpoena or search warrant. Tammy will obtain names of attorneys in this area.

PLFIG Advocacy will be held Mar. 4th at the Library of Michigan at 2:00 p.m.

B. MiLE Update.

Christine Hage has resigned from the MiLE Steering Committee. A volunteer is needed to join Tammy Turgeon and Larry Neal as SLC's representatives. Interested parties should contact Tammy.

The MiLE Steering and Promotion Committees are working on an LSTA grant to promote the MiLE service to both library users and non-users. As part of the grant application, letters of support from participants are needed. Letters of support should be addressed to: LSTA Project Team, Library of Michigan. Letters are needed by Feb. 24th. They may be faxed to Eileen Palmer at 734-281-1905 or to Tammy Turgeon at 586-286-8951

VI. Member libraries' announcements/concerns.

RSV- Amnesty week will be held Feb. 24th-Mar. 1st. Overdue fines will be waived for Roseville materials that have not been lost or damaged. Beginning March 3rd, overdue fines will be raised to 15 cents per day with a maximum of \$5.00

MCL- In honor of Black History Month, a program featuring the Tuskegee Airmen will be held on Feb. 25th at 7:00 p.m.

CLL- Friends raised \$750 at a four-hour book sale.
Had a very successful candy making for kids class.
Princess Tea Party will be held on Feb. 15th.

MPL- Had a very successful program featuring Jonathan Rand.
Will have a program on Sled Dog Fun on March 5th.
Pam Flowers, author of *Alone Across the Arctic*, will be at the library on March 25th at 6:30 p.m.

LEN- Have been receiving other libraries' materials in delivery bag. (Will check with sorters.)

LWM- Budget was approved.
Will SLC develop a Patriot Act Policy? (No. Each library must write their own, but they may use SLC's and Library of Michigan's examples that were sent out.)

Valentine party will be held this evening featuring Tootsee the Clown.
Do libraries allow holds on DVDs? (Some, if they do not charge a rental fee.)

- WPL- Construction on Community Center is moving along. Carpeting and shelving will be installed in March. Plan to start moving Miller Branch the first of April and possibly open on May 1st.
Dr. Suess program will be held on March 7th at the Whitman Branch.
Celebrate Earth Day on April 22nd at the Guest Branch.
Friends annual book sale will be held the middle of May.
- SHL- Macomers performed at the Annual Volunteer Recognition Dinner on Feb. 7th. Excellent program.
Received two donations from residents: \$1,000 for children's books and \$2,000 donation for International Language Collection.
Thank you to MCL delivery staff for handling the increase in interloan materials.
- CMM- Dedication Committee is working on the grand opening tentatively scheduled for Sept. 28th. Garfield Branch will close on Aug. 1st.
Circulation increased last year to 871,000.
Live Homework Help and Instant Answers 'Round the Clock have started. Use has been increasing. These are available to residents of Clinton and Macomb Townships only.
- CHE- Had some heating problems.
23 people attended a strategic planning meeting. Second session will be held March 8th.
Programming is going well. 25 infants attended the lap-sit program.
- ROM- Problem with patrons with courtesy cards. Please inform patrons to call before driving to Romeo and discovering they are not eligible to borrow the item.
Did the children's librarians choose a book for One Book, One Community? (No. The children's book will not be used for One Book, One Community. Children's librarians may choose a book for Summer Reading Club.)
Had two very successful programs on preserving photos and preserving family documents.
- SCS- Moving the local history center. Found a complete set of *1905 Book Digest*.
Circulation has been increasing.
- SBL- Program on the Packard Proving Grounds will be held on Feb. 24th.
Interviews for the director position at Utica Public Library will be held on Feb. 15^h.
- FRA- Received an increase in the book budget.
Garden Project will continue this Spring.
Book Sale will be held on April 4th and 5th.
Eric Sues has been nominated to be on the Freedom to Read Board of Trustees.

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be March 13, 2003 at the St. Clair Shores Public Library.

IX. Meeting adjourned at 10:50 a.m.