

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

COUNCIL MINUTES

Macomb County Library
January 11, 2007

I. The meeting was called to order at 9:31 a.m. at the Macomb County Library.

Present: Smith (Armada), Lusardi (Chesterfield), Neal (Clinton-Macomb), Sterling (Eastpointe), Parus (Harper Woods), Hoffmeyer (Lenox), Reghi (Lois Wagner), LaBelle (Macomb), Thomas (MacDonald), Worrell (Mount Clemens), Valade (Roseville), Orlando (St. Clair Shores), Chambers (Shelby), Lingeman (Sterling Heights), Urban (Warren), Turgeon (SLC)

Absent: Cross (Center Line), Doege (Utica), Schmidli (Fraser), Harrison (Romeo), Stoutenburg (Troy),

II. Approval of the Agenda.

Lingeman moved to approve the Agenda, supported by Orlando. Motion carried.

III. Approval of the Minutes of the last meeting.

Lingeman moved to approve Minutes of the last meeting, supported by LaBelle. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation

The Strategic Planning for Technology Report final draft will be presented on March 6th – 8th; Joe Ford will be presenting at a general meeting, a joint meeting with the Shared Technology Committee of SLC and the Executive Committee of TLN, the SLC Board, and the TLN Board.

The server move is scheduled for Friday, January 19th. The move will start at 6:00 pm; therefore, there will be no IBistro, Sirsi, email, websites and or SVA service. (This has been rescheduled for Friday February 2, 2007)

We are still waiting on our new 800 number. The 1-866-lib-coop phone number does not go to the Suburban Library Cooperative. We will let you know when our new 800 number is setup.

The new SVA Board is in and two new phone lines have been ordered. The new lines will gives us one more line in and one more line out.

If you don't mail notices, SLC can give you a report that prints the notices. We are hoping that this will help in the delay in getting notices. Libraries can also print the report or SLC can give you a printer to print the notices. The Circulation Roundtable is on February 13th and we will discuss the status of the mailers and how the process can be improved.

Thirteen resumes were received for the Cataloger position and Kristen and Tammy will be reviewing them today and hope to conduct interviews in a few weeks. The Cataloger position is 30 hours per week, but may be increased to full-time if necessary.

The building is coming along and we are still unpacking. Currently, there is a sign on the building with an "SCI" logo on it, but our logo will be put up in the next few weeks. We look forward to hosting an open house by the end of February.

B. Personnel Committee Recommendations (enclosure)

The Personnel Committee would like to revise Retirement Plan Personnel Policy Number 17 to decrease the age of eligibility from 21 to 18 and over and limit the benefit to those employees working at least 30 hours per week to be eligible to participate in the Cooperative's Simplified Employee Pension Plan (SEP).

Lusardi made a motion to approve the revision of Personnel Policy Number 17, seconded by Parus. Motion carried.

V. Announcements and Information.

A. MLA Public Policy.

Turgeon distributed a report from Gretchen that includes: Information on the new lobbying firm, Government Consulting Services, Inc., year-end legislative update, and lists the new members of the house and senate standing committee.

A recent law was passed to help Commerce Township in Oakland County become a Township Library. The Township was acting as the Board of the library. The new law now allows the Township to be the Official Board of the library. The new law is designed for counties with a population of 1-2 million and formed within the last 5 years. This new ruling will not affect Ray Township Library.

Ray Township Library has an interim Board. The Board is drafting a letter to the State to recognize them as an established library and a letter to the Cooperative to ask for membership. If the SLC letter arrives by the January Board meeting, the Board could approve Ray Township as a member library. A contract will need to be signed for the Automation System. April 1st is the target date to get Ray Township on the Automation System and on the Delivery Route.

B. MeL Delivery

Do not use the old Return (Blue) and Transit Hold (Green) slips for MeL Delivery. MeL does not know what to do with these forms and are returning the books to SLC.

If you receive books in either a MCL or CMPL bag, please take the bags out of circulation and return them to either the County Library or Clinton Macomb Main Library. Some libraries have asked for extra MeL Delivery label bins; contact Darlene Paquette at 586-685-5750 if you would like another bin.

Please fill out the online MeL Delivery service issue form for any delivery issues that you have and for any days your library is closed. ProMed has 10 official holidays that they are closed. If you are closed during one of their holidays you do not need to report your closing.

Go to: (http://www.mlc.lib.mi.us/cms/sitem.cfm/library_tools/mel_delivery) to access the online form.

C. MeLCat

Training is scheduled for the end of January and beginning of February. Turgeon is on the MeLCat Resource Sharing Committee.

D. TLN/SLC Board Meeting

The SLC Board held a joint meeting with the TLN Board on December 21st and they are in agreement to not merge at this time. Thank you for helping to write the letter for the Board and discussing this with your Board member. The TLN Interim Director position will be ending in March.

VI. Member libraries' announcements/concerns.

Thanks to the Macomb County Library for hosting the meeting.

The State Librarian, Nancy Robertson, is holding a "Town Hall Meeting" at Clinton-Macomb Main on Tuesday, March 6th from 9:30 – 2:00 pm.

Can we hold the March Council Meeting on Tuesday March 6th at Clinton-Macomb Main Library after the Town Hall Meeting?

Smith made motion to have the March Council meeting on March 6th at CMM after the Town Hall Meeting at 2:00 pm, seconded by Lusardi. Motion carried.

ARM – No Report

CLL - Absent.

CHE – Having a lot of meetings in regard to moving forward and requesting the township support a District Library. Paperwork was submitted to the LRA to request acreage to build the library on Seville Manor. We must get a millage approved. A recent Craft Program had excellent press coverage in the Sunday edition of the Detroit Free Press.

CMPL- Switching our Internet provider to LDMI and are getting 2 bonded T1 lines for a lower monthly price.

EPL- Partners in Architecture are designing the new city hall building.

FRA -Absent.

HPW – Considering hiring Unique Management as collection agency.

LEN – No Report.

LWM – Jason VanHevel has resigned.

MPL – No Report.

MCL – Attending Labor Relations Meetings and Diversity Training. Eighteen PCs have been ordered for our new Training Room. Sandy Casamer is our new Assistant Director. We will not be replacing our Head of IT at this time. Elizabeth is our new Systems Manager and Ann Baker will be in Acquisitions. Senator Sanborn sent a nice letter to the County regarding the library's 60th anniversary.

MTC - Warren Graham is presenting a Security Workshop on January 22nd for all staff.

ROG – Absent.

RSV – Our Board is working on updating long range plans and will use Survey Monkey to design a "trend update" survey for patrons on the library website. Also trying to establish a library fund

endowment and has started a trial of Unique Management collection agency.

SCS – Questioned if any other libraries are selling the Audio Book about Ernie Harwell? CMPL is and can sell some the copies to any interested library. Library Survivor Teen game is going over well and books are being voted off the Island.

SBL- Absent

SHL – Margaret Hanes is retiring March 2nd and Carol Lingeman is retiring April 27th.

TPL – Absent.

UPL – Absent.

WPL – \$13,000 AT&T Grant for databases & training. WCV is having some difficulty with their telephone services. Officially opened January 3rd. Patrons love the new library. Toddler time starts the 20th.

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be February 8, 2007, at the Clinton-Macomb Main Library.

IX. Meeting adjourned at 11:23 a.m.