

**SUBURBAN LIBRARY COOPERATIVE**  
**44750 Delco Blvd**  
**Sterling Heights, Michigan 48313**  
**(586) 685-5750**  
**COUNCIL MINUTES**  
**Suburban Library Cooperative**  
**May 12, 2022**

- I. The meeting was called to order by Turgeon at 9:30 a.m.at the Suburban Library Cooperative.

Present: Johnson (Center Line) calling in from Center Line, Madson (Chesterfield), Todd (Eastpointe), McDowell (Fraser), Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Bogaert (Lenox), Kammer (Lois Wagner), Parij (MacDonald) calling in from Warren, Bowman (Mount Clemens), DeMeulenaere (Ray) calling in from Ray Twp., Lopiccolo (Romeo), Ester (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights/SLC), Dumas (Troy) calling in from Troy, Francis (Utica) calling in from Utica, Urban (Warren) calling in from Warren and Frezza (SLC) and Linsday (SLC).

Absent: Smith (Armada), Neal (Clinton-Macomb) and Harvey (Roseville).

Guests: Kim van der Veen, Burgeon Group – calling in from Arizona

- II. Approval of the Agenda.

Lopiccolo made a motion to approve the agenda, supported by Ester. Motion Carried.

- III. Approval of the Minutes.

Todd made a motion to approve the April 14, 2022 minutes, supported by Kammer. Motion Carried.

- IV. Guest Speaker – Kim van der Veen, Burgeon Group

Kim van der Veen introduced herself and spoke about the Burgeon Group and its interactive early literacy panel designs available for libraries. The panels come in a variety of themes, all easy to maintain and keep clean. Kim will send Tammy an on-line catalog with pricing that she will share with the library directors. A proposal to have panels for the member libraries will be presented to Directors at the June Council meeting, to be paid from the Other Projects line item.

- V. Suburban Library Cooperative Business

- A. Automation System

PC orders for this year are done. You can still order PCs, but Chris can no longer guarantee the price. The next phase of orders for the ARPA Grant is starting today.

1. Update on Migration to Polaris

Tammy, Chris and Amy met with the project manager to start working on the transition from Sirsi to Polaris.

Important Dates:	June 7 – 8	Profiling (We will be asking some library staff to assist in the process)
	July 26 – 28	Circ./Cataloging training (We will be asking 10 library staff to be trained and then to train their library and possible other libraries). Amy will be training staff in Aug. & Sept. There will also be on-demand video training available for all staff.
	Aug. 15 -17	Acquisition/Serials training (We will be asking 10 library staff to be trained and then to train their library and possible other libraries). Amy will be training staff in Aug. & Sept. There will also be on-demand video training available for all staff.
	Sept. 1	Stop placing holds
	Sept. 13	Final data extraction at close of day
	Sept. 14	No more SirsiDynix usage. You will be using an offline system to check out materials. No check ins will be possible
	Sept. 22	Live on Polaris, Vega and mobile app

Tammy is not sure how long it will take to go live on MelCat after we are live on Polaris – it could be around six weeks.

- B. Digital Resources

The Cooperative is currently paying for: Ancestry Library Edition (subscription ends Sept. 2024); Tutor.com (subscription ends July 2024) and OverDrive Magazine (subscription ends April 2024). Libraries will need to complete the digital resources ranking survey early in the Cooperative's 2023/24 fiscal year to determine the next three year purchase of digital resources.

## VI. Announcements and Information

### A. Advocacy – Everyone

mirighttoread.com is a coalition of concerned Michigan residents that opposes any attempts to ban books from Michigan Libraries. The coalition is organized by the Michigan Library Association. It has been determined that changes to the open meetings act do not apply to library boards.

## VII. Discussion Topic: Director Transition

Mallorie DeVilbiss, the new SLC director, will start June 13, she will however be at the Council meeting on June 9<sup>th</sup>. The Cooperative Board would like Mallorie to be reviewed after six months and after one year. Council would like to offer some feedback before the board reviews. Council also asked if there were any benchmarks/goals the new director should be evaluated on achieving. The Council also discussed whether to start up committee meetings again, held via Zoom, and to bring recommendations to Council at their regular meetings.

## VIII. Member Libraries' Announcements/Concerns

CHE: The township postponed the idea of opening a branch library at a partially closed elementary school. The township is also looking at putting in a cannabis dispensary at the old DPW building near the library.

EPL: The library will be hiring a full-time librarian. Attended first budget meeting – went well – budget approved. Requests for use of community room – some libraries require having a library card and be in good standing. Working on policy.

FRA: Received a \$5,000 donation for tech., looking to purchase circulating laptops and Chromebooks. Posted for a substitute position. Having budget hearings and library board meeting next week. Starting a collection development policy.

HPW: Bid for repairs for the lower level of the library damaged by flood waters almost complete.

HTL: Working on a needs assessment project. Toured the Mount Clemens Library and have had townhall meetings. Will have a presentation at the next Township board meeting. Milage proposal is in the works.

LEN: The library has officially been renamed to the Jean Waterloo Lenox Township Library. The name change has been in the works since 2017. Having to work with a library board member challenging a book in the library.

LWM: Budget meeting went well. Have contacted Library Design about possible renovations.

MPL: The city is requiring the library pay rent for the library building that was specifically donated to be a library. The library board is looking for public opinion with its conflict with the city. The city is not communicating with the library about transitioning away from the city.

MTC: The library should re-open sometime in September. Will be working with a master gardener on the landscaping, only Michigan native plants will be used.

ROG: The library's bookmobile now has a name – RDL on Wheels. The van will be making regular stops in their service area during the summer. Claire recommends the Financial Management for Municipalities courses for anyone interested. The classes are paid through the Library of Michigan.

SBL: The last day the library will be open will be May 21<sup>st</sup>. Staff will be in the new building and available to answer any questions via telephone/email on May 23<sup>rd</sup>. The Grand Opening of the new library will be Saturday, June 25<sup>th</sup> from 1 – 4 p.m. Invitations are coming. Parking will be available at the old library building and a shuttle bus will take you to the new library on that day.

SCS: New item on next year's budget – funds for mobile hotspots. City is looking to develop a DDA, the library will be exempt from paying taxes for this. Have an intern from Oakland University working on a degree in administration and public policy to look at revising library policies.

SHL: The library will start to loan bikes this June. Will be working with circ. staff on how to implement this. Working with a Community Alliance Committee for a Human Library (a onetime event) at the city's community center. Will be applying for a grant to pay for the program to take place in April or May 2023.

## IX. Public Participation

None

## X. Adjournment

The meeting adjourned at 11:25 a.m.

## XI. Next meeting date

The next meeting will be June 9, 2022 at 9:30 a.m. at the Suburban Library Cooperative.