

SUBURBAN LIBRARY COOPERATIVE

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COUNCIL MINUTES

Suburban Library Cooperative

September 8, 2022

I. The meeting was called to order by DeVilbiss at 9:31 a.m.at the Suburban Library Cooperative.

Present: Smith (Armada), Johnson (Center Line) calling in from Center Line, Madson (Chesterfield), Neal (Clinton-Macomb), Todd (Eastpointe), McDowell (Fraser), Valyi-Hax (Harper Woods) calling in from Harper Woods, Goins (Harrison Twp.), Bogaert (Lenox), Kammer (Lois Wagner) calling in from Richmond, DeMeulenaere (Ray Twp.) calling in from Ray Twp., Meeker (Romeo), Harvey (Roseville), Ester (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights), Dumas (Troy), Francis (Utica) calling in from Utica, Urban (Warren) calling in from Warren, DeVilbiss (SLC), Frezza (SLC) and Linsday (SLC).

Absent: Parij (MacDonald) and Bowman (Mount Clemens).

II. Approval of the Agenda.

Turgeon made a motion to approve the agenda, supported by Neal. Motion Carried.

III. Approval of the Minutes.

Meeker made a motion to approve the August 11, 2022 minutes, supported by Ester. Motion Carried.

IV. Suburban Library Cooperative Business

A. Automation System

The final data pull from Sirsi to Polaris will be at the end of day, Sept. 13. The system will be down until at least Sept. 22. Staff will only be able to check out materials at that time, check-ins and holds will not be possible. Patron notifications will restart approximately one week after going live on Polaris. Delivery will be slow, DO NOT use SLC delivery bins to store your library's materials. Ken is working on RFID, Envisionware migrations. Databases will not be affected by the changeover. Chris is working on OverDrive. Debit/Credit card payments will be directed to a PayPal account. Please be very specific with any problems/requests.

B. Budget

1. 2021/22 SLC Revised General Fund Budget

The directors requested that the Centralized Purchasing line item be increased by \$150,000 to \$400,000. Ester made a motion to recommend the 2021/22 Revised General Fund Budget with the changes made to the Centralized Purchasing line item to the Suburban Library Cooperative Board. The motion was supported by Turgeon. Motion Carried.

2. 2021/22 SLC Revised Proprietary Fund Budget

Turgeon made a motion to recommend the 2021/22 Revised Proprietary Fund Budget to the Suburban Library Cooperative Board, supported by Ester. Motion Carried.

3. 2022/23 SLC Draft General Fund Budget

The directors requested an increase to the Centralized Purchasing and Community Survey/Other Projects line items by \$25,000 each to \$275,000 and \$70,000 respectively. Goins made a motion to recommend the 2022/23 General Fund Budget with the changes discussed to the Suburban Library Cooperative Board. The motion was supported by Bogaert. Motion Carried.

4. 2022/23 SLC Draft Proprietary Fund Budget

The directors discussed deleting the SVA/Vonage line item, because that service is no longer provided. Also discussed was adding the revenue line item, Allocation from Fund Balance, to create a balanced budget. Meeker made a motion to recommend the 2022/23 Draft Proprietary Fund Budget to the Suburban Library Cooperative Board with the changes discussed. The motion was supported by Goins. Motion Carried.

V. Announcements and Information

A. Advocacy – Everyone

The DLSRT meeting is next Friday, September 16 at the Shelby Township Library. A representative from Semcog will be the guest speaker. There are still seats available at the Library Advocacy & Funding conference – Sept. 26 – 28. MLA’s Advocacy Day will be April 25, 2023. A reception is planned for this event.

VI. Member Libraries’ Announcements/Concerns

Thank You – Shelby Township Library for providing donuts and cider for today’s meeting.
The Early Literacy Panels will be delivered by the end of September or the beginning of October.

ARM: Hired a retired school teacher to do children’s programming.

CHE: The library has a millage proposal on the November ballot. Received another \$500,000 donation from a deceased patron’s trust.

CMM: The Clinton-Macomb Library – North Branch was featured in American Libraries.

EPL: The library’s clerk is now working at city hall and part-time for the library. Looking to hire a full-time youth services librarian. Hired a part-time circ. person. Signage for the back door has been ordered.

FRA: The library milage passed, now the city has to issue bonds for the library to get funds. The upstairs room is finally usable, with no visible evidence of mold. The library will announce that it is going fine free when it reopens with the new circulation system. Looking to hire a custodian/handyman.

HPW: The library was approached about how to keep undesirables out of the library. As a public building, the library is open to all of the public, as stated in the Code of Conduct.

HTL: Interviewed two applicants for a part-time full service librarian. The library as a milage proposal on the November ballot. The library was invited to the schools packet pick up day. Distributed approximately 2,500 packets of library information. Starting story time programming again.

LEN: Book challenge culminated in June. The library was allowed to keep the book, it was moved to the adult non-fiction section. Things have been quiet since then. The board would like to have a town hall meeting to discuss a new building on property owned by the library.

ROG: Have two applicants for a full-time children’s librarian position. Working on building relationships with local schools. The outreach van is visiting schools. The outreach van was also part of Romeo’s Peach Festival parade.

RSV: The library went fine free with positive feedback.

SBL: Library was kept very busy for the 3 days of power outages in Shelby Township. Opened meeting rooms, served pizza, snacks and coffee to visitors. WDIV did a story on the library during this time.

SCS: Completed the feasibility study for the Children’s room renovations. Posted for an assistant library director’s position.

SHL: Will have an all-day planning session next week to discuss the library’s strategic plan. Posted for an intern position for archives. Have a part-time children’s librarian position open.

TPL: Busier than usual during the power outages. Have full-time and part-time youth librarian openings. Youth room renovations on hold due to rising costs.

VII. Public Participation

None

VIII. Adjournment

The meeting adjourned at 11:21 a.m.

IX. Next meeting date

The next meeting will be October 13, 2022 at 9:30 a.m. at the Suburban Library Cooperative.