

SUBURBAN LIBRARY COOPERATIVE
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COUNCIL MINUTES
Suburban Library Cooperative
February 10, 2022

- I. The meeting was called to order by Turgeon at 9:30 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), Kammer (Lois Wagner), Parij (MacDonald), McCallister (Mount Clemens), Ester (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights/SLC), Dumas (Troy), Urban (Warren) calling in from Warren, Frezza (SLC) and Linsday (SLC) calling in from Sterling Heights.
- Absent: Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Bogaert (Lenox), DeMeulenaere (Ray), Lopiccolo (Romeo), Harvey (Roseville) and Francis (Utica).
- II. Approval of the Agenda.
Neal wanted to add item #IV. D – FPO Grant Database to the agenda. Parij made a motion to approve the agenda as amended, supported by Ester. Motion Carried.
- III. Approval of the Minutes.
Madson made a motion to approve the December 9, 2021 minutes. The motion was supported by Todd. Motion Carried.
- IV. Suburban Library Cooperative Business
- A. Automation System
The Cooperative had a demo of Polaris, a demo of SirsiDynix is scheduled for next Thursday, February 17th. Demos of Aspen and BiblioCommons are scheduled for February 24th.
1. Items in Transit
Smith made a motion to approve changes to the Items in Transit Policy as recommended by System Managers. The motion was supported by Parij. Motion Carried.
- B. SLC OverDrive Group
1. Digital Selection Policy
The discussion lead to who actually owns the material, is it part of the SLC group purchase or the purchase from an individual library. If the material is part of a group purchase from SLC group, should the reconsideration form go back to Council. If the material was purchased by an individual library, the reconsideration should be directed back to that library, and adhere to their policies. Tammy will contact MCLS and other Michigan Library Cooperatives to review other policies and try to make the SLC policy similar to the MCLS policy since our member libraries are a part of these two groups. The Cooperative Advisory Council chose not to make any decisions at this time.
2. Request for Reconsideration of Digital Materials Form
McDowell made a motion to approve the Request for Reconsideration of Digital Materials Form as presented. The motion was supported by Parij. Motion Carried.
- C. Personnel
1. Remote Work Policy
Parij made a motion to recommend to the Suburban Library Cooperative Board, the Remote Work Policy as presented. The motion was supported by Neal. Motion Carried.
2. Administrative Services Agreement
Ester made a motion to recommend to the Suburban Library Cooperative Board to end the Administrative Services Agreement and notify the City of Sterling Heights with the required minimum 90 days notice. The motion was supported by McDowell. Motion Carried.
- Ester made a motion to recommend to the Suburban Library Cooperative Board to hire a Full-Time Director. The motion was supported by Parij. Motion Carried.
- McDowell made a motion to create a committee to conduct a search for the new Director. The Committee will consist of three member library directors – one from a large library, one from a small library and one from a non-shared system library; one SLC staff member and one SLC Board member. The motion was

supported by Ester. Motion Carried.

3. Salary Schedule Revised Pay Scales 2022/23

Parij made a motion to recommend to the Suburban Library Cooperative Board the Salary Schedule Revised Pay Scales for 2022/23 as presented without the use of step increments. The motion was supported by Madson. Motion Carried.

D. FPO Grant Database

This database has been available at the Clinton-Macomb Library for the past year and funded by Advance Macomb. Would there be a better way to promote this product – flyers, etc. available to all SLC libraries? Is anyone interested in continuing with this database and would SLC be willing to share the costs? Larry Neal will get pricing and report back to the directors.

V. Announcements and Information

A. Advocacy – Everyone

MLA Advocacy Day, March 1st, will be virtual this year. Is anyone going to this year's PLA conference? The Governor's projected budget for the next fiscal has no increase to libraries.

VI. Discussion Topic: SLC Shared Marketing Campaign

MLA is starting a statewide marketing program and is looking for some feedback on how our program worked. Some suggestions included using other forms of communication and not rely strictly on social media and press releases. Also, the timing on some the programs was not as current as it could have been.

VII. Member Libraries' Announcements/Concerns

Thank you – Clinton-Macomb North Branch Library for hosting today's meeting. There will be a tour of the building after today's meeting.

ARM: Business as usual

CHE: Had a problem where the vendor did not take checks as payment – wanted a credit card. Does anyone have a high-limit credit card for such purchases?

CMM: Received funding that will be used for the purchase of an outreach van. The old CMN library building has been sold. The library is also in the process of switching its app to a new provider.

EPL: Business as usual

FRA: Hired a new cataloging librarian. Will have a mileage proposal on the August ballot.

LWM: Business as usual.

MPL: Still having problems with the city over how the library was established. The library is working at reduced hours due to staffing.

MTC: The library is not getting a lot of traffic due to location and having only a limited collection. Making a lot of Take and Go kits. The building renovations should be completed by the end of July. Asked how many libraries use non-locking cases for DVDs?

SBL: New building construction going well. The Grand Opening will be sometime in June.

SCS: Received a \$181,000 memorial gift for local history/genealogy.

SHL: Have two part-time librarian positions available. Created an intern substitute librarian position. Continue to have staffing challenges.

TPL: Updating Administration offices right now and will then be working on Youth Services area.

WPL: Have a vacancy for library technician. Starting in-person programming at all library branches in March. The Civic Center Library will be hosting a field trip with Warren Consolidated Schools. Have created a wall of interactive devices for toddlers at the Civic Center Library. Patrons are slowly starting to return to the library.

VIII. Public Participation

None

IX. Adjournment

The meeting adjourned at 11:29 a.m.

X. Next meeting date

The next meeting will be March 10, 2021 at 9:30 a.m. at the Sterling Heights Public Library.