

SUBURBAN LIBRARY COOPERATIVE

44750 Delco Blvd

Sterling Heights, Michigan 48313

(586) 685-5750

COUNCIL MINUTES

Suburban Library Cooperative

November 10, 2022

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

Present: Smith (Armada), Johnson (Center Line) calling in from Center Line, Madson (Chesterfield) calling in from Chesterfield, Todd (Eastpointe) calling from Traverse City, McDowell (Fraser), Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Bogaert (Lenox), Kammer (Lois Wagner) calling in from Richmond, Goike (MacDonald), Bowman (Mount Clemens) calling in from Imlay City, Meeker (Romeo), Harvey (Roseville), Orlando (St. Clair Shores), Turgeon (Sterling Heights), Dumas (Troy) calling in from Troy, Frezza (SLC) and Lindsay (SLC).

Absent: Neal (Clinton-Macomb), DeMeulenaere (Ray Twp.), Ester (Shelby), Francis (Utica), Urban (Warren) and DeVilbiss (SLC).

- II. Approval of the Agenda.

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

- III. Approval of the Minutes.

Meeker made a motion to approve the October 13, 2022 minutes, supported by Smith. Motion Carried.

- IV. Suburban Library Cooperative Business

A. Automation System

1. Authority Control Project and Implementation

The Cooperative will receive Baseline Authority Control for all bibliographic records currently in our catalog. The Catalog will be down approximately 3 weeks for processing, updates and corrections of our MARC records. Turgeon made a motion to recommend to the Suburban Library Cooperative Board the purchase of Authority Control Project and Implementation at a cost of \$20,403.73. The motion was supported by Meeker. Motion Carried.

Chris has received a quote from Envisionware for \$35,000 for ecommerce services for credit card processing for all the SLC shared system libraries. The quote included 18 terminals, desktop stands, software and maintenance. The terminals, software and maintenance are annual costs. Chris has also been working on setting up an account with PayPal that will integrate with Vega. Chris and Amy are taking vacations this month. Polaris is wanting to go off the implementation platform and move on to support. Still waiting for Vega Promote Implementation services promised in the contract.

B. SLC Holidays

Turgeon made a motion to recommend the SLC Holidays to the Suburban Library Cooperative Board as presented. The motion was supported by McDowell. Motion Carried.

C. Delivery Holidays

McDowell made a motion to recommend the Delivery Holidays as presented to the Suburban Library Cooperative Board. The motion was supported by Bogaert. Motion Carried.

D. Director Evaluation

At the May 2022 Suburban Library Cooperative Board meeting, the Board moved to have the Director be evaluated by the Advisory Council and the Cooperative Board after 6 months and 1 year. The 6 month evaluation forms are to be sent to the Advisory Council and Cooperative Board in December 2022. A Board member will be chosen to compile the evaluations at their November 2022 meeting, and then the results will be discussed at the January 2023 Cooperative Board meeting. The Advisory Council recommends that the Cooperative Staff also evaluate the Director, as they have had more direct contact, given that the Director has been on maternity leave since the end of September.

- V. Announcements and Information

A. Advocacy – Everyone

The Michigan Library Association Advocacy and Legislative Committee had a meeting last week. The Intellectual Freedom Task Force is doing good work. MLA's annual conference went well, had some good speakers and the location was nice. Next year's conference will be in Kalamazoo.

VI. Member Libraries' Announcements/Concerns

As a reminder – Please send your library's closed dates to Vicki!

CHE: The Chesterfield animal control officer warned the library to always be sure of licensing, etc. when having a program that involves live animals, for example exotics.

EPL: The first Pod, a self contained sound proof study area, has been installed. Business as usual.

FRA: The library has another meeting with city council to request the library's purchase of bonds to either renovate the old library or purchase property/building for a new library. Had a confirmed 838 persons attend the library's Trunk & Treat program. Hired a substitute librarian.

HTL: The library milaged passed. Will begin work on increased hours and technology. Also, considering joining the shared system.

MPL: The library is in the middle of interviewing for the Director's position. The last interview is tonight.

MTC: The library is now expected to re-open sometime before the the first of next year. Waiting on Comcast.

ROG: Ordered outdoor locker systems for picking up library materials at both library branches. Should be installed by spring. The next DSLRT meeting is November 18th at the Grosse Pointe Woods Library at 10 a.m.

RSV: Using Messagbe for the library's newsletter. Just finished the Strategic Plan through MCLS.

SHL: Implemented Chat service, there is a link on the library's website.

VII. Public Participation

None

VIII. Adjournment

The meeting adjourned at 10:57 a.m.

IX. Next meeting date

The next meeting will be January 12, 2023 at 9:30 a.m. at the Suburban Library Cooperative.