

SUBURBAN LIBRARY COOPERATIVE

44750 Delco Blvd

Sterling Heights, Michigan 48313

(586) 685-5750

COUNCIL MINUTES

Suburban Library Cooperative

April 13, 2023

- 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), Magness-Eubank (Chesterfield), Todd (Eastpointe), McDowell (Fraser), Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Kammer (Lois Wagner) calling in from Richmond, Ryals (MacDonald), Bowman (Mount Clemens), Meeker (Romeo), Harvey (Roseville), Ester (Shelby Twp.), Orlando (St. Clair Shores), Turgeon (Sterling Heights), Dumas (Troy) calling in from Troy, Francis (Utica) calling in from Utica, Urban (Warren) calling in from Warren, DeVilbiss (SLC), Frezza (SLC) and Lindsay (SLC).

Absent: Neal (Clinton-Macomb), Bogaert (Lenox), and DeMeulenaere (Ray Twp.)

Guests: Scott Ouellette, Sr. Field Sales Rep. – Public Library and Diane Sheldon-Ku, Sales Director, Newsbank.

- II. Approval of the Agenda.

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

- III. Approval of the Minutes.

Johnson made a motion to approve the March 9, 2023 minutes, supported by Magness-Eubank. Motion Carried.

- IV. Suburban Library Cooperative Business

A. Newsbank Presentation – Scott Oulette and Diane Sheldon-Ku,
Scott Oulette introduced himself and Diane Sheldon-Ku and then spoke about the different options available through Newsbank, an on-line database of national and local newspapers. They are currently working on getting the Macomb Daily added to their list of offerings. Library patrons would have access through their library card to newspapers in two formats from a link on their library's website. Pricing is based on multiple criteria. Newsbank also offers on demand training and marketing materials. Also, usage statistics are easy to track.

- B. Library of Things Proposal

Ester made a motion to approve the purchase of items from the list provided to the Suburban Library Advisory Council towards a Library of Things collection to be housed and circulated from the Suburban Library Cooperative. The motion was supported by Turgeon. Motion Carried.

- C. SLC Intern 2023 – 2024

Mallorie will post for the SLC intern for a period to begin sometime in July/August 2023. Fraser, Harper Woods, Shelby Township and Warren have expressed an interest in hosting the intern at their libraries.

- D. Automation System

Mallorie and Chris have had discussions with Polaris about their level of communication or lack thereof, additional training and miscellaneous meetings, etc. Vega programs is going forward very slowly. Updates are being done in batches. Sterling Heights Library would like a go live date of August 1st. There will be two Polaris updates soon. Chris will send out an email with the dates. The updates will be done in the evening as the system must be down when doing any updates.

Aerohive – Wi-Fi. Aerohive was bought out by Extreme and does not support the old Aerohive devices. Chris will send out an email with costs for the new Extreme devices including installation and maintenance to libraries interested in changing out their devices.

- V. Announcements and Information

- A. Advocacy – Everyone

MLA Advocacy Day is April 25 in Lansing. The Cooperative is one of the sponsors for this event and has created a handout that will be distributed to all Michigan State Legislators. MLA Advocacy Hour is next Thursday, from 10 a.m. to 11 a.m. and Larry Neal from the Clinton-Macomb Library is one of the guest speakers. Today, Governor Whitmore signed several bills relating gun violence prevention.

- VI. Member Libraries' Announcements/Concerns

ARM: Working on long range plans for the library. Children's programming is going well. Thinking about starting a

suggestion box or community survey for adult and teen programming. For libraries that subscribe to Hoopla, are costs continuing to increase and do you set limits on checkouts?

CLL: Business as usual. Programming going well.

CHE: Things are going well. Starting on a strategic plan, and hopefully move to a new location. The library's parking lots are being redone to address a draining issue. The library will soon be opening a Makerspace area.

EPL: Things are going well, with partnerships with the city, city departments and local schools. Went to an Eastpointe School presentation to promote the library. Locations for the new story walk frames are being staked out.

FRA: Staffing – had one employee leave for another job opportunity, will hopefully promote from within. Hired a new program assistant. Working on the budget. Michigan Senator Klinefelt did a story time at the library.

HPW: Still having issues with the renovations to the downstairs portion of the library from the flood.

HTL: Starting April 3rd the library has increased open hours. The library will be open from 9 a.m. to 8 p.m. Monday through Friday and from 9 a.m. to 5 p.m. on Saturday. Having a chicken hatchery program in the library. Had an interview with Rob Wolchek from Fox 2 News Hall of Shame about a contractor and the purchase and installation of a people counter camera.

LWM: Working on the budget. Continuing with school visits. The Friends Spring Book Sale is next week. Their puzzle sale earned over \$2,200.

MPL: Receive first challenge over the books “Old MacDonald had a Baby”. Have questions on food prep for library programming, in particular tea brewing. Someone from the County will be at our next Council meeting to answer questions about food prep and distribution programs. Working on policies.

MTC: Trying to hire a part-time librarian. The building should be complete sometime in June. Still working on landscape and doors to the auditorium. Will be having an Art completion at the library

ROG: Finished the strategic plan, looking at building expansion. Claire will be doing the RFP, anyone with knowledge of or experience doing RFPs, please contact Claire. The new hold lockers have been installed, waiting on Polaris to get them set up in the circulation system. Hired a new outreach specialist. Looking at tablets as lending devices.

RSV: Business as Usual.

SBL: Having issues hiring new staff. Highly recommend peel and stick frames by Fodeez available through Facebook or Amazon.

SCS: Working on budget and building renovations. Question about closing procedures – who do you leave in charge of closing the library, a Full-time Librarian or Clerk or a Part-time employee?

SHL: Working with the Community Relations Committee, the library is hosting a Human Library Program tonight at the Community Center. Will be getting end panels for shelving as part of the library renovations. Tammy will be participating in an interview panel through MCO for a new library director for the Livonia Library.

TPL: Staring to work on strategic plan.

UPL: The library is back open after six weeks of renovations. Still waiting for new furniture. Next project will be landscaping. Hired a children's librarian.

WPL: Nancy Shaw from “Sheep in a Jeep” will be giving a presentation at the Civic Center Library. Over 1,000 students visited the library in the month of March. The Miller Branch library will be converting one room into two study rooms. The will also be getting an outside sign for displaying library events. The Civic Center and Burnette branches have seed libraries. The Mark Twain room at the Civic Center Library will be getting AV updates.

SLC: The Cooperative will not be mailing invitations to the Trustee workshop. Please let Mallorie know who and how many from your library will be attending by May 5th.

VII. Public Participation

None

VIII. Adjournment

The meeting adjourned at 11:19 a.m.

IX. Next meeting date

The next meeting will be May 11, 2023 at 9:30 a.m. at the Suburban Library Cooperative.