

SUBURBAN LIBRARY COOPERATIVE

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Sterling Heights, Michigan 48313

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COUNCIL MINUTES

Suburban Library Cooperative

January 11, 2024

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

Present: Johnson (Center Line) calling in from Center Line, Magness-Eubank (Chesterfield) calling in from Chesterfield, Neal (Clinton-Macomb) calling in from Clinton Twp., Todd (Eastpointe) calling in from Eastpointe, McDowell (Fraser) calling in from Fraser, Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Bogaert (Lenox), Kammer (Lois Wagner) calling in from Richmond, Ryals (MacDonald) calling in from New Baltimore, Bowman (Mount Clemens) calling in from Mount Clemens, DeMeulenaere (Ray Twp.) calling in from Ray Twp., Meeker (Romeo), Harvey (Roseville), Ester (Shelby Twp.), Orlando (St. Clair Shores), Turgeon (Sterling Heights), DeVilbiss (SLC), Frezza (SLC) and Lindsay (SLC).

Absent: Smith (Armada), Dumas (Troy), Francis (Utica) and Urban (Warren).
- II. Approval of the Agenda.
Turgeon made a motion to approve the agenda, supported by Meeker. Motion Carried.
- III. Approval of the Minutes.
The minutes were amended to show that Bogaert was calling in from the Lenox Twp. Library and not Lois Wagner Memorial Library. Meeker made a motion to approve the November 9, 2023 minutes as amended, supported by Turgeon. Motion Carried.
- IV. Guest Speaker: Heather Esposito from the Macomb County Prosecutor's office
Heather Esposito was unable to attend as she got the time of the meeting wrong.
- V. Suburban Library Cooperative Business
 - A. Shared System
 1. Policies
Unclaimed SLC Holds Policy was created as unclaimed holds continue to be a problem with libraries holding other library's items for a long time without checking the item out to a library card. The Policy presented was changed to say "Unclaimed patron holds must be resolved between SLC libraries within 30 days (instead of three months)". Also changed was "If the item is still not found, the pickup library must contact the owning library within 30 days (not 60 days). The owning library must respond within 7 days (not 30 days). Ester made a motion to approve the Unclaimed Holds Policy as amended. The motion was supported by Turgeon. Motion Carried.

Library Account Policy: the last paragraph of this policy was changed to read "In the event of an unknown PIN, direct the remote patron to the "I forgot my PIN" option in Vega". Library staff can still reset a PIN for an in-house patron, if the patron has the correct identification. Turgeon made a motion to approve the Library Account Policy as amended. The motion was supported by Meeker. Motion Carried.
 2. Automated System Cost Sharing
Turgeon made a motion to recommend the Automated System Cost Sharing as presented to the Suburban Library Cooperative Board. The motion was supported by Bogaert. Motion Carried.
 - B. Go Library Card
This was not a popular program and usage statistics were not readily available. Ester made a motion to Sunset this program by March 31, 2024, supported by Goins. Motion Carried.
- VI. Announcements and Information
 - A. Advocacy – Everyone
MLA's Advocacy Day will be April 16th. Registration is now open. MLA's Advocacy Committee will hold a meeting next month. Registration for Spring Institute conference is now open. This year's conference will be in Muskegon. DSLRT meeting is next Friday at the Grosse Pointe Public Library – Central Main Branch.
- VII. Member Libraries' Announcements/Concerns
SLC: The cooperative has hired a new sorter, Ed Bagozzi, as Julia Conn is leaving for another job. The Cooperative will also be hiring a Marketing person soon. State Aid reports are due February 1st.

HPW: The library is working with staff and contractors on the final punch list of repairs for the lower level of the library after being flooded several years ago.

ROG: The library has a new appointed board member, who is a retired teacher. The library board has started an ad hoc committee to explore the expansion of the Graubner Branch.

RSV: The library has hired a new part-time children's librarian.

SCS: Rosemary Orlando is retiring, her last day will be January 15th. The assistant library director will be the interim library director until a new director is hired.

VIII. Public Participation

None.

IX. Adjournment

The meeting adjourned at 10:23 a.m.

X. Next meeting date

The next meeting will be February 8, 2024 at 9:30 a.m. at the Suburban Library Cooperative.