

SUBURBAN LIBRARY COOPERATIVE
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COUNCIL MINUTES
Suburban Library Cooperative
September 12, 2024

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

Present: Johnson (Center Line), Magness-Eubank (Chesterfield), Neal (Clinton-Macomb) calling in from Clinton Twp., Bond (Eastpointe), McDowell (Fraser), Valyi-Hax (Harper Woods), Goins (Harrison Twp.), Bogaert (Lenox), Kammer (Lois Wagner), Bowman (Mount Clemens) calling in from Mount Clemens, DeMeulenaere (Ray Twp.) calling in from Ray Twp., Meeker (Romeo), Harvey (Roseville), Fair (St. Clair Shores), Turgeon (Sterling Heights), Francis (Utica) calling in from Utica and Urban (Warren) calling in from Warren, DeVilbiss (SLC), Frezza (SLC) and Linsday (SLC).

Absent: Smith (Armada), Ester (Shelby) and Dumas (Troy).
- II. Approval of the Agenda.
Item V.E. Overdrive was added to the agenda. Bond made a motion to approve the agenda as amended. The motion was supported by Kammer. Motion Carried.
- III. Approval of the Minutes.
The June 13, 2024 minutes were approved as presented.
- IV. Guest Speaker: Mallory Applewhite, Vice-President Community Impact, American Heart Association, calling in via Zoom
Mallory Applewhite introduced herself and spoke about how to develop community relationships with local libraries. The American Library Association has a Libraries with Heart program that educates library patrons about the importance of blood pressure monitoring. They have resources through local grants for putting blood pressure stations and blood pressure monitors for patrons to check out at the libraries. The stations and devices will include information to local health service centers/professionals. Library staff will not be responsible for consulting; patrons will be referred to a local health service center.
- V. Suburban Library Cooperative Business
 - A. Suburban Library Cooperative 2024-2025 Annual Plan
Item B. in the 2024-25 Year Goals – Early Literacy Project. The Directors decided to have member libraries apply for mini-grants for individual library projects with these funds. Also, Item C. SLC Internship, should be moved to Ongoing SLC Goals. The directors were also interested in item B. of Ongoing SLC Goals, what were the Strategic Plan goals and if SLC needed to start a new strategic plan. McDowell made a motion to recommend the Suburban Library Cooperative Annual Plan 2024-2025 to the Suburban Library Cooperative Board, as discussed. The motion was supported by Meeker. Motion Carried.
 - B. Budgets
 1. Revised 2023-24 General Fund Budget
Turgeon made a motion to recommend the 2023-24 Revised General Fund Budget to the Suburban Library Cooperative Board. The motion was supported by Valyi-Hax. Motion Carried.
 2. Revised 2023-24 Proprietary Fund Budget
Meeker made a motion to recommend the 2023-24 Revised Proprietary Fund Budget to the Suburban Library Cooperative Board. The motion was supported by McDowell. Motion Carried.
 3. Proposed 2024-25 General Fund Budget
The directors requested that Centralized Purchasing be increased to \$260,000, the same as in the 2023-24 General Fund Budget and that the amount of Library IQ be increased to cover the costs of all SLC member libraries. Monies can be taken from Fund Balance to cover these costs. Meeker made a motion to recommend the adjusted 2024-25 General Fund Budget to the Suburban Cooperative Library Board. The motion was supported by McDowell. Motion Carried.
 4. Proposed 2024-25 Proprietary Fund Budget
Turgeon made a motion to recommend the 2024-25 Proprietary Fund Budget to the Suburban Library Cooperative Board. The motion was supported by Valyi-Hax. Motion Carried.

C. Shared Automation System

The Cooperative is switching providers of our email system from Intermedia to Google through Premier Cloud. Those who have libcoop emails will receive an informational email about the switch tomorrow, Friday, Sept. 13th. Other emails about the move will be forthcoming, including assigning each account a new password. The Cooperative is now live with SMS real-time text messaging. Also, the Cooperative has started with LX Starter Notices, which allows libraries to customize their emails from Polaris.

D. Advisory Council Meeting Dates 2024-25

Meeker at the Romeo District Library has agreed to host the August 14, 2025 Council Meeting. Valyi-Hax made a motion to approve the Advisory Council Meeting Dates for 2024-25, supported by Bond. Motion Carried.

E. Overdrive

Goins made a motion to allocate 30% group content purchase for Overdrive for the time from October 2024 to September 2025, to billed separately. The motion was supported by Meeker. Motion Carried.

VI. Member Libraries' Announcements/Concerns

SLC: Thank you to the Romeo District Library for providing refreshments for today's meeting. Mallorie will be sending out an email today about SLC's Fall Trustee Luncheon. This will take place on Oct. 11th starting at 11:30 a.m. at the Clinton-Macomb Library –South Branch. The guest speaker will be Joe Hamlin, from the Library of Michigan.

FRA: The Fraser Library will have its 60th anniversary this year. Inspections at the old library building continue.

HPW: Kristen Valyi-Hax has taken the position as the new library director at the MacDonald Public Library. Her last day is Sept. 25 and her position will be posted soon. The library is also celebrating its 60th anniversary on September 28th. All are welcome.

MPL: The library welcomes Kristen Valyi-Hax as the new library director. Her first day will be October 1st.

ROG: The library will be getting EV chargers with screens in the library's parking lot. Still working on a space/needs assessment.

VII. Public Participation

None.

IX. Adjournment

The meeting adjourned at 11:27 a.m.

X. Next meeting date

The next meeting will be October 10, 2024 at 9:30 a.m. at the Suburban Library Cooperative.