

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Kent District Library (KU)

November 13, 2008

Official

MINUTES

Board Present: Rob Bristow, Shirley Bruursema, Steve Dix, Tom Genson, Toni Jagger, Alicia Kershaw, Pamela Myers, Martha Smart, Marcia Warner,

Call to order The meeting was called to order at 9:35 a.m. by President Warner. The roll-call sign-up sheet was circulated.

Agenda Motion by Genson to approve the revised agenda. Seconded by Myers. Motion carried.

Public Comment

Minutes

--October 9, 2008 Minutes

Motion by Myers to approve the minutes of the October 9, 2008 meeting. Seconded by Genson. Motion carried.

Financial Report Motion by Bruursema to receive and file the financial report. Seconded by Bristow. Motion carried.

Director's Report Wilson stated that Randy Dykhuis and Ruth Dukelow will be meeting with the Lakeland management staff to give a general overview of Evergreen and the plans for development of it on Nov. 17, 2008. Comments on the proposed state aid rules were discussed. The staffing during open hours by staff with a library science degree is a concern for the Lakeland libraries. Genson asked about the status of the bankruptcy questions sent to the attorney. Wilson reported that the attorney had worked on it and hopefully it will be ready for the consideration at the December Board meeting. The cost for fuel for FY2006-2007 and FY2007-2008 were presented. Bruursema thought the report was very interesting and asked why more fuel was used in FY2006-2007. Pitchford stated that the routes were longer on some days than they are currently.

Committee Reports

--Finance Committee Bruursema reported that the Committee reviewed the bank accounts report and the annual investment report. She reported that general checking account interest for

the year was \$6,948.46 and the interest for general savings for the year was \$10,993.43. The cost for extra days for MeL Delivery was also discussed.

--*PPS* Dix reported that Lance Warner, Library of Michigan legal department, discussed reciprocal borrowing and non-resident cards at the PPS special meeting held on November 10. Non-resident policies were discussed. The revised policy will be considered under New Business today.

--*Personnel* There were no meetings in November.

Unfinished Business

--Phone Renewal Service

Statistics on the use of the Telephone Renewal Service (TRS) were presented. Two options in the proposal were considered. The first option is to get the costs of reducing the number of phone lines from 4 to 2. The second option was to see how many of the libraries would actually like to share one-third of the cost of for the TRS. The report will be presented at the December meeting.

--Innovative Software Maintenance Contract Update

Innovative has agreed to lower the maintenance costs by \$11,000 instead of the \$6,000 they proposed earlier.

--Universal Services Fund Survey Results

Wilson presented the results of the survey. Some libraries have already withdrawn their funds since the survey went out. Each participating library can decide if they want to keep the money in the USF account or withdraw it from the account. Genson suggested that Lakeland be compensated for the applying and receiving the fund from UFS. It was suggested that the staff keep track of the time and costs associated with these funds for the current fiscal year. Then the Board could decide if Lakeland should be reimbursed for these funds. Pitchford also stated that if any library would like to apply for USF for their local phone costs, she will help them with the process.

Bank Account Report The report was discussed during the Finance Committee report.

New Business

--Non-Resident Policies Definitions: Participating Libraries

The definition was presented for first reading.

Motion by Jagger to move the discussion of item E under new business after item A. Seconded by Smart. Motion carried

--Non-Resident Policies: Non-Resident Cards and System-Interloan Non-Resident Cards

The Non-Resident policies changes to all sections NR2.0, deletion of NR3.0 and change of NR4.0 to 3.0 and the effective date of implement of these policies were

presented. There was a lengthy discussion of the implications of these changes particularly the change in item 2.3 "Each non-resident registered for a card shall be allowed to place holds at a participating library." Jagger voiced her concern that this removes local control over interlibrary loan policies.

--Cooperative Directors Three-Year Statewide Plan of Service

The statewide plan was included in the Board packet. There was no motion to accept the Plan. Wilson was asked to bring it back to the December Board meeting.

Annual Investment Report

It was presented as part of the Finance Committee report.

-- MeLCat Delivery Costs

The costs for additional days for MeL Delivery were discussed. As long as there is money in the budget to cover the cost, the Lakeland staff can decide how many additional days to add.

Public Comment

Teachworth asked if the links to the different sites that discuss banks and banking situations could be sent to the directors. Jagel said he would send the links.

Board Comment

Dix stated that he was on the original statewide delivery committee and that ProMed had no idea of the quantity that the statewide delivery would require.

Jagger asked if there was a need to write contracts between libraries related to reciprocal borrowing per Lance Warner discussion at the Special PPS Committee meeting. Lance Warner stated that reciprocal borrowing contracts are an option that is available to the Lakeland member libraries.

Warner thanked Spring Lake District Library for supplying the refreshments for the meeting.

Adjournment

Meeting adjourned at 11:05 am. The next meeting will be December 11, 2008 at the Kent District Library Service Center (KU).