

# LAKELAND LIBRARY COOPERATIVE

## OFFICIAL ADVISORY COUNCIL MINUTES

### July 10, 2008

The Lakeland Library Cooperative Advisory Council met Thursday, July 10th, starting at 9:45 am at the Dorr Township Library.

The meeting was called to order by the Lakeland Board President, serving as pro-tem chair, Tom Genson, at 9:45am and the first three items were completed. Chair, Deb Bose arrived at 9:47a.m. and conducted the rest of the meeting.

No public comment

Conaway/Hazen made a motion to approve the Agenda. Motion passed.

Genson/Conaway made a motion to approve the minutes of the June 5, 2008 meeting. Motion passed.

Bose welcomed the new Lakeland Cooperative Director, Sandra Wilson.

Wilson reported on the following: Pam Myers is chairing the LLC Overdrive Committee. The ILS study committee, at today's Board meeting, will propose waiting one year before proceeding with its investigation of ILS systems considering that the SIRSI's product is still under development and it is prudent to wait to see how Evergreen works. The IRS rate for mileage has increased, check out the IRS website for information. Wilson is pleased with the LLC staff and she's looking forward to working with LLC members.

#### Old Business

FY2009 Draft Budget (attached Budget draft C) was changed at the Finance Committee this morning as they recommended extending our lease rather purchasing three new delivery trucks (savings of approximately \$4,000). Ray Arnett commented that MADL delivery fee might be waived.

Concept of MADL is unique although their pattern could be replicated by any other library with branches. MADL's volume in their single stop is very large. No changes were recommended.

A question concerning the calculations used to determine the amount of the integrated technical support was posed. Historically KDL and GRPL only paid half, this year the calculation is the entire population divided into the budget and then halved for KDL. This calculates to 11 cents for KDL and the rest of the libraries 34 cents. Since GRPL will no longer be on the Millennium system, the remaining libraries are all sharing a piece of this cost.

On 6/30/2009 the data line contract expires. The RFP responses will be review by the Board at the January 2009 meeting. This will give staff time to finish any negotiations before the USF window closes in early February 2009.

## Lakeland Advisory Council

September 7, 2006

With the renewal of the lease on three trucks, the delivery will be reduced by \$4,000. The cost per stop will go down a small amount (several cents). Health insurance issues are still pending.

Ray Arnett appreciated they way administration costs were broken down by the LLC staff and LLC Finance Committee.

The costs for MARC OCLC are calculated by taking the total number of items added and then each library's percentage of the whole costs. These fees are paid by all libraries using the Millennium system. MARC LLC costs are calculated the same way but only include those libraries that use Lakeland as their cataloging center. The percentage of holdings added is on the Member's Website.

A plan for replacement and additional equipment should be to equalized on the budget. A separate spreadsheet would be helpful but time is needed to create it. Wilson has requested an inventory list so we can estimate future needs and plan for them.

Administration question, "ordering materials for member libraries" does this apply to all libraries means supplies routing slips, barcodes etc.

Administration costs emphasize advocacy and consulting. Pitchford will make changes to reflect this in the Budget Narrative.

Arnett/Genson moved to accept the budget with advocacy and consulting in the administrative portion, delivery reduced by \$4,000 for a total budget of \$1,703,085 which does not include state aid. Motion passed.

### New Business

Appointment of Nomination Committee for officers for the FY 2009 Advisory Council: Donna Clark, Connie Teachworth, Tara Conaway. Bose thanked them for volunteering to have a slate for the September Advisory Council meeting.

The grant workshop yesterday at the Fremont Area District Library had about 34 people.

Bob VandeVusse was introduced at the interim at Fennville.

Next Meeting: September 4, 2008 (Celebration Cinema! North, 2121 Celebration Dr. NE, Grand Rapids, MI 49525)

Adjournment 10:22a.m.