

Lakeland Library Cooperative  
Continuing Education Committee  
February 25, 2010

Members Present: Mary Reed, Pam Myers, Laura Veeneman, Sally Wilcox, and Karla Bates

The meeting was called to order at 1:43 by Chair Mary Reed

The minutes of the January 28, 2010 meeting were approved as read.

Finance Report:

The Finance Report for 2009-10 indicates a beginning balance of \$1,883.26. Mary contacted Janet, the new bookkeeper at LLC, about the balance and Janet indicated the Continuing Education account was a pass through account so the money is there for this year.

Completed Workshops – No report

Proposed Workshops:

1. Computer Maintenance – Pam Myers. Pam reported that Thom from LLC is still recovering from surgery. She has contacted Nick and he has agreed to do the workshop. The first choice for a date is Friday, April 30, 2<sup>nd</sup> choice is May 14. It will be at OG for two sessions, 9 to 12 and 1 to 4. The charge will be \$15.00. Limited to 15 people. Pam will do flyer and handouts. If we need extra computers for demonstration repairs an e-mail will be sent out asking for donations.

2. Encore Training – Laura Veeneman. Laura is still working on this, has a presenter from KDL and is still looking for someone else to discuss Encore.

3. Early Literacy in Story Times – Carol DeBoer. No report since Carol was absent.

4. Tween/Teen Readers' Advisory – Sally Wilcox and Laura Veeneman. Workshop will be on Thursday, September 30<sup>th</sup> from 1 to 4 at the Flat River Community Library in Greenville. Presenters will be LaVonne Marshall from Coopersville, Vicki Kouchnerkavich from Hennika, Mary Robinson from Herrick and Allison Boyer from Loutit. They will each review 4 books – a boy book, a girl book, a tween book and a book of their own choosing. Nick has also been invited to speak about graphic novels. Sally will send out a save the date and a list of books to be read in May.

5. Disaster Planning – OL representative. No report because there was no representative.

6. Adult Services Program – Carol DeBoer. No Report.

Pam introduced the idea of having roundtable discussions involving LLC adult services librarians focusing on various aspects of programming for adults. Topics could include outside presenters, home grown programs, book discussion groups, reading clubs for adults, outreach programs, and how to promote programs. The meetings might just involve focused discussions over lunch twice a year.

MeL, LLC, KDL workshops

Mary will send out a member survey to determine which MeL classes are wanted and then will contact MEL and LLC to schedule the classes. This will be an ongoing responsibility of the committee chair.

Laura will check with KDL each month about KDL workshops that will be open to LLC members in order to avoid scheduling on their dates.

Other business

LLC – CE Committee division of duties. The division of duties as determined by LLC and the CE Committee are fine and will work.

Certificate of Completion. Carol DeBoer designed a template for a certificate of completion for CE workshops. The template will be revised and sent to all committee members to use. Each committee member will make the certificates available to people who attend the CE committee workshops and who need a certificate. The certificated can either be available and filled in at the workshop or sent to the attendee later.

Potential program information – Pam Myers received information how staff deals with stress from Murdock and Associates. The program was referred to on MichLib.

Pam also reported on the meeting she attended about the Great Start Program in Ottawa County.

The meeting adjourned at 3:15p.m.

Karla Bates

The next meeting will be March 25 at 1:30 at the Georgetown Township Library