

MMLL Advisory Council Meeting
January 23, 2023, 10:00am
Meeting notes



1. Call to order, Introductions

On the Zoom call, participants included: Tracy Logan-Walker (Cadillac), Cindi Place (Bellaire), Julie Preneta (Leelanau Township), Jean Gaskill (Surrey Township), Mary Barker (Pentwater), Laura Marion (Missaukee), Kathleen Rash (Hart), David Diller (Glen Lake), Mark Morton (Leland Township), Justine Peterson (Seville), and Jennifer Balcom (MMLL Director)

2. Director's Report

- UEI Numbers - Libraries will need to annually renew their UEI numbers with SAM.gov. A UEI number will be required to file a State Aid Report. Libraries are encouraged to create a file for library establishment documents and SAM.GOV paperwork to be accessed when needed. Refer to the Library of Michigan library establishment sheet to find out what your establishment documents are for your particular library. [Michigan Library Establishment Types](#)
- Minimum Wage & Paid Sick Leave - Changes are likely coming in Minimum Wage and Sick Leave Law which will affect public libraries. The Library of Michigan has organized a free webinar on February 3, 2023 with Foster Swift attorney Mike Blum regarding the Minimum wage and Sick leave court-ordered changes. For more information on that event, visit <https://libraryofmichigan.app.neoncrm.com/np/clients/libraryofmichigan/event.jsp?event=2954&>
- Healthiest You - Healthiest You Program – MLA has partnered to provide access to a new affordable health care option for library staff. Healthiest You is a healthcare service that offers convenient, confidential access to quality doctors and providers 24/7/365 for every day, non-emergency healthcare issues including dermatology and mental health. The current rate is \$12.75 per employee per month, paid by the employer. For additional information visit https://mla.memberclicks.net/assets/docs/MLA_HealthiestYou%20New%20Member%20Kit.pdf
- ECF – MMLL has still not received word regarding our ECF application. A virtual meeting will be held in February for all Library Directors who currently participate in the ECF program to discuss next steps.
- District Library and EFT Compliance – District Libraries are being encouraged to set up a profile to enable EFT payments with the State of Michigan for state aid and other payments. The Library of Michigan will be following up directly with directors of district libraries that have yet to set up EFT payments through the State of Michigan Sigma System.
- New Laws Affecting Libraries:
 - Service Animals* [2022 PA 75](#), MCL 750.502c - Amends existing law to require the accommodation of Service Animals in training. Service Animals in training must be under the control of the handler/trainer at all time (leashed, tethered or harnessed unless leash, harness, or tether would impair the Service Animal's safe and effective performance of work or tasks), and must be housebroken.
 - Handicapped Signage* - [2022 PA 182](#), MCL257.951- Amends existing law to modify requirements and design of handicapped parking signage. Signs must be compliant if new or replaced.
 - Modified definition of "newspapers"* for purposes of compliance with statutes requiring legal notices in newspapers. Requires newspapers printing notices to add legal notices to the newspaper's website at no extra charge to entity placing the notice. Notices on website must be free to view and web-searchable. [2022 PA 76](#), MCL 691.1051.

- **Trustee Training Opportunities:**
Trustee Training 101: The Basics – February 13, 2023, 6:00pm-7:30pm (EST) – This session will cover the basic information newly appointed or elected library trustees should know in order to begin their tenure governing a public library. What to know, who to ask and how to avoid pitfalls. For more information and to register for this webinar, visit <https://libraryofmichigan.app.neoncrm.com/np/clients/libraryofmichigan/event.jsp?event=2960>
Trustee Training 102: Advanced Trustees – February 20, 2023, 6:00pm-7:30pm (EST) - As the governing body of a public library, library trustees often have to handle situations involving personnel, public finance, politics, and other issues that could have significant consequences if dealt with incorrectly. For more information and to register for this webinar, visit <https://libraryofmichigan.app.neoncrm.com/np/clients/libraryofmichigan/event.jsp?event=2961>
- There will not be a Library of Michigan Small Grant program in 2023.

3. Committees – need to refresh for FY23.

Volunteers are still needed for 2023 committee assignments. Please consider volunteering:

- a. eResources Committee (David, Tracy, Cindi) –
- b. Maker Team (Mark, Sarah, David) – has not yet met
- c. Youth Services (Sarah) -
- d. Continuing Education – will discuss under specific topics
- e. Mini-Grants (Kathleen, Laura) - There will be one round of Mini Grants in FY 2023. Details will be announced after the next MMLL Board Meeting when specific funding can be confirmed.

4. Specific topics

- Meeting Times – survey results about Advisory Council meeting times were reviewed. The top two times amongst participants were the 2nd Thursday at 2 pm and the 3rd Thursday at 2 pm. The AC voted and the new meeting date/time will be the 2nd Thursday of each month at 2 pm. Because Jennifer has training scheduled in Lansing on the 2nd Thursday in February, the new meeting date time will begin in March. The March meeting will be held Thursday, March 9th at 2 pm. The February Meeting will be Tuesday, February 28th at 10 am
- Up North Digital – Reciprocal Lending with Up North Digital (aka Libby) is now live. Our patrons now have the ability to search, request, and borrow materials from six other overdrive library collections in Michigan. Customizable searching documents / flyers were recently sent out via google groups.
Up North Digital supports Intellectual Freedom and has Collection Development Guidelines which state the process for challenges to materials. Please review the UND Collection Development Guidelines and become familiar with them (<https://www.mml.org/und-coll-dev-guide-final-21-12.pdf>) as well as the request for reconsideration form: <https://www.mml.org/und-reconsideration-form-1-2022.pdf>
- Continuing Education – The Advisory council discussed the three survey questions in the recent membership survey that addressed training. The number one requested training category was library leadership. Discussions about specific library leadership training and areas of focus will continue at the February meeting.

Next meeting:

- Tuesday, February 28, 2023 @ 10:00 AM
- Thursday, March 9, 2023 @ 2:00 PM