

Michigan Cooperative Directors Association
Report for Library of Michigan Board of Trustees
September 2021

Lakeland Library Cooperative – Carol Dawe, Director

- LLC has had 12 new directors in the past year and currently has 2 vacancies. The Coop. Director has helped directly or in directly fill 10 of these positions. A mentor program has been set up for each new director and the group meets bi-monthly via Zoom.
- We worked with Foster Swift to create a new Employment Handbook which was approved in September.
- The board approved an initiative to provide sample policies such as collection development, social media, technology etc. We are not delving into HR or finance since there are so many types of libraries and requirements.
- Job classifications and salary schedules were created along with 2 new job descriptions: Digital Services Specialist 1 and a Cataloging Service Specialist 2.
- Bibliocore, our new LLC patron discovery was rolled out on June 1 st with positive response from the public. Bravo to everyone involved in this 6-month project.
- Patron Point, which will provide online patron card registration and renewal is next.
- LLC will have a new Web page through Local Hop coming in October!
- We applied, with invaluable assistance from the other cooperative directors for the ARPA Content Capacity Grant on behalf of all the public libraries in Michigan.

Suburban Library Cooperative – Tammy Turgeon, Director

- Signed lease extension for current building for lower rent terms with no increase for ten years.
- The Virtual Library Card program is almost completely adopted throughout the cooperative service area. Only four districts remain to be contacted.
- The GoLibraryCard program has been renewed for another year, participating businesses have been contacted to renew and new businesses have been added. Bookmarks were created and distributed to businesses and libraries.
- TALK bookmarks were purchased for interested libraries to distribute to patrons.
- The Cooperative-wide marketing program continues through December with a theme each month.

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Mid-Michigan Library League – Sheryl Mase, Director

- The annual meeting of the Mid-Michigan Library League will be held in person on Wednesday, September 22, 2021, at Caberfae Peaks. We will be sharing via table talks and then listening to updates from Library of Michigan staff. The FY22 budget and Plan of Service will be approved during the Board meeting.
- Three member libraries will benefit from the “Libraries as Mental Health Hubs,” Michigan Health Endowment Fund Behavioral Health grant awarded to MPRO. The three libraries, Morton Township Public Library, Big Rapids Community Library, and Luther Area Public Library will receive resources and training to assist local patrons and connect them with mental health resources.
- Several member libraries are struggling with how to approach programming for the fall considering the COVID persistence in the community. Most are back to requiring masking and social distancing and will offer take-home craft kits for the children.
- Efforts are underway to make sure each member library’s director and their Boards are aware of the legislation under which their library was formed, and that they are operating accordingly. Many libraries need to update their service contracts and Board bylaws.
- The Glen Lake Community Library passed their millage renewal in August and they will be engaging in strategic planning with an outside facilitator.

Southwest Michigan Library Cooperative – Andrea Estelle, Director

- SMLC Bylaws updated, awaiting approval, will send to LM when completed.
- Upcoming plans include Director Evaluation and Strategic Planning.
- All the SMLC libraries received their regular grants (\$2000 each) from SMLC this year, and all but a couple libraries received additional mini \$260 PPE grants as well.
- AADL’s Josie Parker spoke to our Directors about Trustee-Director relations and Gloria Tiller from Kzoo Books spoke about selling donated books online at informal Zoom Director Chats.
- SMLC Youth Services group has become active again and is meeting in Paw Paw in September.
- A long-time coming project: SMLC now registered on SIGMA – was not easy/smooth process – took some time to complete. I also recently finished up a Financial Procedures manual for our cooperative.
- I visited the Dowagiac District Library after their remodel was completed and it looks fantastic.
- Our August meetings got rescheduled to September 30 to comply with OMA. Kalamazoo County is under State of Emergency, so our meetings “at KPL” will be held on Zoom.

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Northland Library Cooperative – Linda Adams, Director

- Enhancement grants have been awarded to all 24 member libraries in the amount of \$91,033. Grants are used to enhance services. This year they have been used to build digital collections, technology, and for programs.
- Continuing Education Grants have been awarded to 11 member libraries in the total amount of \$4104. The grants were used to encourage continuing professional development.
- New Services: Book News, the patron book review newspaper has been ordered for all Northland libraries. Consumer Reports Online has also been added to the list of NLC services.
- Year in Tech Workshop Series by Beth Z, Your Nerdy Best Friend: A series of six tech programs are being offered to staff at member libraries. A live session is available followed by access to the recorded program.
- Northland Chats have continued via Zoom on a monthly basis. Topics have ranged from continuing education options to a discussion on Neutrality vs. equity. Each month we address member concerns and work together to find answers.
- New Directors have been hired in Tahquamenon, Fife Lake, Topinabee and Indian River. An Interim Director has been hired at the Crooked Tree District Library while the board readies for a director search. NLC has given support to the boards and new directors.

Woodlands Library Cooperative – Kate Pohjola Andrade, Director

- We have been working with the Friends of Michigan Libraries, assisting with social media and virtual events.
- Woodlands continues to meet with and train member libraries and their boards virtually and is cautiously looking at returning to in-person training and meetings in November.
- Kate was proud to work with fellow cooperative directors and vendor partners on an ARPA grant application that, if awarded, will greatly enhance the digital offerings for every public library in the state.
- Next year's budget proposal reflects the same offerings from the current year, including grants for every member library, continuing education reimbursements, tech support funds, and the same collection of electronic resources.
- Jane Moe, director at the Constantine Township Library for over 40 years, retired with little fanfare this summer. I would love (and am willing to work on or head something up!) to see some sort of recognition on the state level for these folks; we have directors and trustees that have given years of their time and resources and I'd love to formally recognize and acknowledge it!

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Superiorland Library Cooperative – Pamela Malmsten, Interim Director

- Superiorland is looking forward to the arrival of our new director, Dillon Geshel, who is currently the director of the Portage Lake District Library in Houghton. Since PLDL is a member of both Superiorland and the U.P. Region of Library Cooperation ILS, we expect that Dillon will have a relatively easy transition into his new role.
- The Superiorland Library Cooperative Board of Directors recently passed a bylaws revision that will allow member library boards to appoint any adult resident of the cooperative's service area to Superiorland's board. Previously, library employees were not eligible to be Superiorland board members.
- Superiorland and member library staff have been involved in the final stages of planning for the 2021UPRLC Annual Conference: "Meeting in the Middle". The conference will be held on September 27 – September 29 at the Peter White Public Library in Marquette, and, for the first time ever, a full two days of programming will be offered. Keynote speakers and multiple breakout sessions are scheduled on both Tuesday and Wednesday.
- Superiorland has a new, re-designed WordPress web site. The new site is more secure, attractive, and easier to navigate.
- Superiorland's technology staff has been busy installing Comodo remote management and anti-virus software on member libraries' computers.
- Superiorland's IT staff provides technical support for our local network, as well as thirty-nine-member library locations—a total of about 500 computers. Member libraries are spread out across the entire Upper Peninsula and northern Lower Peninsula. With only two IT staff members, providing in-person support to member libraries was a daunting task and the new remote management software has allowed IT staff to operate more efficiently and safely. IT staff is also involved in transitioning many of our member libraries to an Office 365 email platform. Currently Comodo has been installed on 308 computers, and 14 libraries with 131 users are using Office 365.

Mideastern Michigan Library Cooperative – Eric Palmer, Director

- As of August 1, all the MMLC libraries have opened, including Grace A. Dow Memorial Library in Midland, which was closed due to COVID and then it was hit with a flood.
- Three MMLC libraries have remodel or moved: Flint Public Library closed their downtown Flint location for a multimillion-dollar renovation and moved into a temporary location. Original plans were to be back at their building by this fall, but with the pandemic there were delays and now they should be back downtown in Winter 2022. Northwood University's Strosacker Library has gone through a total remodel over the summer and has reopened with a much more open space. Harrison District Library has purchased a new building and are in the process of remodeling it into their new library.
- MMLC has provided an Innovation & Technology Grant and COVID-19 Grants to help members with their costs. For 2021-22 year we are looking at only doing the Innovation & Technology Grant with a larger amount for the members.

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White Pine Library Cooperative – Kate Van Auken, Director

- Have visited all 48-member libraires...about a year later than I expected due to COVID!
- Finalized Proposed Budget with all member's 16/4 state aid going back to them in the form of discounts and services like BookPage subscription, OverDrive magazines for all members, 2 days of RIDES delivery, continuing education, mini grants, and movie licensing stipends. Amazon Prime will also be taken care of by the Cooperative in year two.
- White Pine Board approved the 2021-2022 Plan of Service, and it was sent to the LOM.
- Held first in person Advisory and Board meetings since February 2020 with 30 members attending!
- Providing a few virtual programs for our Annual Meeting in October. Members felt it was best to remain virtual for these programs.
- Received at \$5,800 HOPE Grant from Michigan Humanities.
- The two part time staff at the Cooperative are retiring in mid-December. Sheila and Jane have a combined 86 years of service to this Cooperative! Such dedication!

The Library Network (TLN) – Steven K. Bowers, Director

- Joyce Parker, former Deputy State Treasurer of Michigan, was appointed to the TLN Board of Trustees in July. The Board approved a new strategic planning framework, including a newly proposed Mission, Vision, Values, and Priorities for the cooperative. The TLN Steering Committee will work to complete a thorough review of the TLN Plan of Service in the coming months.
- The inclusion of the free Metroparks passes in the statewide program run by TLN saw MAP usage soar, much higher than typical in recent years, and a marked revival of MAP usage after the partial shutdown of the program during the pandemic. Metroparks addition was marked by a press release and social media announcements. The extra media coverage seemed to have a noticeable effect on usage of MAP for other venues in the program as well.
- As part of their pandemic PPE offerings, Ford made available complete air filter kits to organizations that serve the public. TLN was able to work with Ford to receive 280 kits for distribution at our member libraries. Libraries were able to request the kits (consisting of a fan, filter, and stand) from TLN and we were able to deliver them on our TLN trucks and delivery routes.
- Bi-weekly meetings with member library directors transitioned to monthly meetings beginning in August. Site visits to member libraries will continue to increase. TLN held its Annual Membership Picnic in July as one of the first live TLN meetings after virtual events took precedence during the pandemic. All TLN Leadership 101 webinar sessions from this year are available to view in the TLN Webinar Archive, online at: <https://vimeo.com/showcase/7590030>

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- Meetings and work were completed for forming a new partnership between TLN and United Way of Southeastern Michigan. In July the Connect4CareKIDS program (<https://unitedwaysem.org/get-help/community-resources/connect4care/>) was expanded to all of Wayne County. The program is an online portal to help families find childcare and related services in their city. TLN is working with member libraries to help connect their local communities to this new resource. Also, this month TLN Delivery began distributing hundreds of free copies of an early childhood board book from United Way to promote literacy and reading for newborn children. The packets also include information on United services, programs, and resources accessible to residents of Southeast Michigan.
- Federal ARPA Grant: TLN completed an ARPA Capacity Grant application, requesting approximately \$1.1 million. If approved, the grant will allow TLN to supply laptops, Chromebooks, online programming kits, and outdoor PA systems to libraries throughout Michigan, in partnership with Suburban Library Cooperative (SLC) and others.
- TLN Business Operations: TLN filled our open Accounts Receivable/Customer Service Representative position with an internal candidate. The position had been vacant since the beginning of the pandemic.

