

Mid-Michigan Library League

Director's Report

August 2017

Administrative:

- Every expenditure made from the MMLL budget has been reviewed and many have been discontinued or reduced in order to maximize the ability to serve the membership. The budgets that have been proposed all reflect these savings and the cooperative office running on very minimal funds/overhead.
- In FY18, beginning October 1, 2017, the Mid-Michigan Library League will have 36 members. Two libraries, Suttons Bay Bingham District Library and Houghton Lake Public Library, had given us resolutions signed by their Boards to leave MMLL in order to join other cooperatives. Ardis Missaukee District Library will not qualify for State Aid in FY18 and their Board has selected not to pay for cooperative membership. Because of the reduction in membership, we also have a reduction in revenues for the cooperative.
- The Finance Committee and Advisory Council Co-Chairs met on July 27th at the Mason County District Library in Ludington. The group reviewed five separate budget scenarios for FY18 along with revised Plan of Service and MMLL Benefits of Membership drafts. The group considered staffing level options along with the choice of a virtual vs. physical cooperative office. Going forward, the Finance Committee will recommend the budget and associated document revisions most favored by the group. The recommendation will include remaining in the current office location, staying at the current staffing levels (director full time, bookkeeper 10 hrs.), freeing up \$15,000 for e-resources to serve the entire cooperative without billing the membership, keeping the mini-grant program, and providing a bank of four hours of tech support for each member, to be fulfilled by a third party contractor.
- FY17 Board members, groups they represent, year term ends:
 - Group 1 – Mary Edens - 17
 - Group 2 – Chuck Haemker (Vice-Chair) – 19* needs replacement as Chuck is retiring
 - Group 3 – Patti Colvin - 17
 - Group 4 – Diane Eisenga (Secretary) - 19
 - Group 5 – Eric Smith (Board Chair) - 18
 - Group 6 – Lois Langenburg - 19
 - Group 7 – Valerie Church-McHugh - 19
 - Group 8 – Chris Cook - 19
 - Group 9 – Jeanette Fleury (Treasurer) – 19
- Groups 1 and 3 will need to renew or replace their representative, and Group 2 will need to replace theirs.
- Health insurance – the Michigan Library Association has an agreement with National Insurance Services to offer insurance coverage for the coming year(s). There is an archived webinar you may review if interested for your library. See: <http://mml.org/workshops.html>, scroll down to find.

Interlibrary loan:

MMLL members who wish to participate in the White Pine Library Cooperative OCLC interlibrary loan system will need to sign an agreement directly with them for the use of their Peabody system. Many of you have already done this. MMLL will no longer cover the cost of the requests made for materials not found on MeLCat, but we have verified this agreement with our colleagues at WPLC and they will be glad to bill you directly on a quarterly basis. The cost is \$5.50 per request. Training materials are online at <http://mml.org/ill.html>.

Trainings:

- Remember that there are archived webinars available on the MMLL website that may be viewed at any time. Subjects are:
 - Americans with Disabilities Act and libraries
 - HR issues in libraries
 - Parliamentary procedure and effective Board meetings
 - NIS health insurance via the Michigan Library Association
 - TumbleBooks
 - Hoopla
 - RBD One Click Digital
 - Bibliotheca 3M cloudLibrary
 - TLC automation
 - Biblionix Apollo ILS
 - Odilo
 - Playaway/Findaway
 - Plymouth Rocket calendar
 - Records management for public libraries
 - District library establishment
- We need volunteers for a continuing education committee for the cooperative! If you would like to volunteer, or if you have ideas for trainings you would like to see offered, please let us know!

Initiatives:

- Mini Grant Program – ten libraries were selected for funding in the FY17 mini-grant program:
 - Bellaire \$740 – signage per QSAC measure
 - Big Rapids \$500 – partial cost of outside reading area
 - Beulah \$500 – replace damaged computers
 - Glen Lake \$500 – 4 Google Chromebooks
 - Hart \$250 – SRC program
 - Leland \$400 – summer reading assistance
 - Missaukee \$610 – Lego purchase for Teen Tech Lego Quests
 - Pathfinder \$250 – author program
 - Richfield \$250 – SRC program
 - Walton Erickson \$1,000 – purchase computers, scanner, barcodes for MeLCat prep and automation
- The 18 maker kits and two 3D printers have circulated 98 times since we created the collection last year. These materials are for the member libraries to use for programming and demonstrations. See <http://mml.org/maker%20space%20resources.html> for descriptions and how to request. All kits go via RIDES delivery except for the two 3D printers, which I will drive to you!
- This summer will be round 2 of the UMSI Maker Trainings, with programs in Houghton Lake August 15-17 and in Benzonia August 22-24.

Member Libraries:

- There are new directors at Leelanau Township Library – Nellie Danke and at Darcy Library of Beulah – Jenny Blossey. Soon, there will be a new director at Manistee County Library and Cathy Tacoma has announced her retirement from Cadillac Wexford Public Library by the end of the calendar year. Lots of changes over the past couple years!
- If you would like me to plan a visit, whether I have been there already or not, please don't hesitate to ask! I am glad to attend a Board meeting, a fundraiser, or just come to talk with you about any issues you like. I can assist with Board training or strategic planning.
- If you have any questions or need for support in your transition to MeLCat, please let me know! We can get your questions answered and hopefully the resources you need.

District Library Formation:

Member libraries that need help with funding support may want to look into the possibility of forming a district library or becoming a branch of an existing district. A starting place, if you have not yet taken this in, is the webinar on district library formation done by Anne Seurnyck - [view webinar](#). *****There will be an informational meeting about district library formation on Friday, August 25th, from 1:00 p.m. – 3:00 p.m. (est.) at the M. Alice Chapin Memorial Library (AKA the Marion Public Library), 120 E. Main Street, Marion.** We will review the Seurnyck webinar and have Library of Michigan staff Clare Membiela (Library Law Specialist) and Kathy Webb (State Aid Coordinator) on hand for the discussion. Please come if you are at all interested!

Travel/Meetings:

- 6/2 – MLA Executive Summit, Ann Arbor
- 6/6 – Lunch & gab, McBain
- 6/8 – Lunch & gab, Clare
- 6/10 – Under the Radar program, Cadillac
- 6/14-16 – Opening Doors personal and professional journey, Tustin
- 6/20 – Open house, Pentwater
- 6/24 – Open house, Darcy Library/Beulah
- 6/28 – Leland to take 3D printer, lunch with new director (Nellie Danke), Northport
- 7/6-7,17-21 – Vacation
- 7/27 – Finance Committee meeting, Ludington
- 7/29 – Board meeting, Wheatland Twp
- 8/1 – Story Be Told, Reed City Library
- 8/4-7 – Vacation
- 8/11 – Work on policies, Wheatland Twp

Respectfully Submitted,

~Sheryl

Sheryl L. Mase