

SUBURBAN LIBRARY COOPERATIVE

44750 Delco Blvd

Sterling Heights, Michigan 48313

(586) 685-5750

COUNCIL MINUTES

Suburban Library Cooperative

January 14, 2021

- I. The meeting was called to order by Turgeon at 1:03 p.m. at the Suburban Library Cooperative.

Present: Smith (Armada), Johnson (Center Line), Madson (Chesterfield), Neal (Clinton-Macomb), Sterling (Eastpointe), McDowell (Fraser), Valyi-Hax (Harper Woods), Bogaert (Lenox), Kammer (Lois Wagner), Thomas and Parij (MacDonald), DeMeulenaere (Ray), Lopiccicolo (Romeo), Ester (Shelby), Orlando (St. Clair Shores), Turgeon (Sterling Heights/SLC), Urban (Warren) and Frezza, Lindsay (SLC).

Absent: Goins (Harrison Twp.), Bowman (Mount Clemens), Harvey (Roseville), Kwik (Troy), Doege (Utica)

Guests: Sam Ryder, Candid
- II. Approval of the Agenda.
Johnson made a motion to approve the agenda, supported by Valyi-Hax. Motion Carried.
- III. Approval of the Minutes.
Madson made a motion to approve the November 12, 2020 minutes, supported by Lopiccicolo. Motion Carried.
- IV. Guest Speaker: Sam Ryder, Candid
Sam Ryder from Candid introduced herself and then spoke about the Funding Information Network or Non-Profit Outreach in a Box. This is a resource made available in libraries that includes databases, training and certification for non-profits looking for grant opportunities. The product is a yearly membership and comes in two tiers, the first being Access, and the second, which is more inclusive is Training/Certification. The costs for just the Access module is \$2,500 per location, and the costs for the Training/Certification is \$5,500 per location. Larry Neal will contact Diane Banks, the executive director of Advancing Macomb about cost sharing with interested libraries.
- V. Suburban Library Cooperative Business
 - A. Automation System
Final work for the Blue Cloud Mobile Self-Checkout app should be completed by tomorrow, then Chris can start on the testing. Chris has also started inputting data from the Fitzgerald Schools. Comments about the year-end emails were interesting. Ken has started installation of the replacement RFID pads.
 - B. Personnel
 1. Personnel Policy Review
Job titles for Vicki and Ken, approved at a previous meeting, needed to be changed in the Classifications and Compensation Policy, and also updated whenever they are mentioned throughout the Personnel Policy handbook. Also, the removal of Columbus day and the addition of a second Floating Holiday, approved at a previous meeting needed to be changed in the Holidays Policy. There was also some discussion of the liability of payment of accrued time when an employee leaves SLC; the Equal employment act with regard to gender identity and the Family and Medical Leave Act. It was also suggested that the Personnel Policy handbook be reviewed by an attorney. Lopiccicolo made a motion to recommend to the Suburban Library Cooperative Board, the job title changes in the Classifications and Compensation and Holidays Policies. The motion was supported by Ester. Motion Carried.
 - C. Standards & Policies
 1. Bill Removal Report
Sterling made a motion to run an annual report to remove bills that are \$5 or less that are 10 years old or more and then remove associated patron records if no monies are owed. The motion was supported by McDowell. Motion Carried.
- VI. Announcements and Information
 - A. Advocacy – Everyone

MLA Advocacy Day will be April 20th, this will be a virtual event. The DSLRT meeting is tomorrow. Tammy is working with MLA, Michigan Coop. Directors on a statewide marketing strategy for libraries. The directors will be getting an email from Dale Jaslove, with the January press release and media posts for this month's library promotion. He will welcome any feedback for this work. The ALA Mid-Winter Conference is encouraging library staff have virtual meetings with their local legislators.

VII. Discussion Topic: Status of Member Services

Most libraries are looking to reopen with some limitations on February 1st. The Macomb Now publication is working on an article for their March/April newsletter about library services. The handling of banned library patrons was also discussed. Particularly in regard to notification to non-shared system libraries (Clinton-Macomb, Harrison Twp. and Troy). The terminology of banned versus suspended borrowing privileges needs to be clearer, and there should be a consistent policy among all member libraries. Tammy will write up a policy and consult with an attorney for an opinion.

VIII. Member Libraries' Announcements/Concerns:

SLC: Please update Google Docs with any changes your library is making regarding hours of operation and types of services provided.

CHE: The library is planning on reopening January 19th upon board approval.

CMM: The library will reopen February 1st – no computer usage

EPL: The library remains open with limitations

FRA: The library will continue with curbside service only until February 1st. The city shut down the Parks and Rec. department.

HPW: The library will reopen February 1st with limited access.

MPL: The library will reopen February 1st with limited access.

ROG: The library will reopen February 1st with limited access.

SBL: The library will reopen February 1st with limited access.

SCS: The library remains open with limited access. Computer usage is limited to residents only.

SHL: The library will reopen February 1st with limited access. Starting in-person programming at the community center.

WPL: The library will reopen February 1st with limited access.

IX. Public Participation

None

X. Adjournment

The meeting adjourned at 2:43 p.m.

XI. Next meeting date

The next meeting will be February 11, 2021 at 1:00 p.m. at the Suburban Library Cooperative via Zoom.