

Mid-Michigan Library League

Director's Report

March 2016

Administrative:

- The Board Finance Committee met on February 26th to review and agree upon the reports desired for packet inclusion and Board approval.
- Search continues for a smaller office space to rent in the coming year (lease expires at the end of May). I have reached to Baker College and the ISD for possible co-location.
- State Aid payments are beginning to go out to member libraries. We will get a list of libraries who have received their first state aid checks at the end of each month, with the amount of indirect cooperative aid for us to bill. So, we will bill members as we are aware they have received payment.

Trainings:

- The Human Resources Basics, part II: The "Soft Skills" (and some hard ones too) will be held at the Cadillac Wexford Public Library on March 31st. So far, there are 15 people registered (4 of whom come from outside MMLL, paying \$65 instead of \$50)
- There will be a Book Repair Basics workshop held in Cadillac on April 28th. It will be free and is offered by KAPCO. Registration will be posted soon.
- There is now a Continuing Education Committee for the cooperative that has now met via webinar meeting on March 8th. Kimberly Young, Houghton Public Library, agreed to be the chair to help with meeting agendas and dates. Sheryl will serve as the "admin." Other members of the CE Committee are Cathy Carter, Benzie Shores; Ryan Deery, Suttons Bay; Michelle Moore, Missaukee, and Eric Smith, Mason County. The group suggested we plan an MMLL confab at the Rural Libraries Conference in order to share notes and ideas. We will send notice of this meeting to be held over breakfast on the Friday of RLC.

Technology:

- E-rate filing this year is changed, and there are many ways to become informed and get help, and most are listed on the Library of Michigan E-rate page: <http://michigan.gov/erateforlibraries>
- Of the 19 MMLL member libraries that are not on MeLCat, 7 are in the current implementation group. Of the remaining 12, 5 have submitted their applications so they will most likely be included in the next implementation round. That leaves 7 MMLL member libraries that have yet to submit an intention to join MeLCat. The form does not obligate the library, it serves as a planning tool for MCLS in their implementation scheduling and is an agreement that IF you join, you will follow the rules and procedures created by the representative committees. http://mcls.org/files/5614/1157/3968/MeLCat_participation_agreement_2014.pdf
- There are four un-automated MMLL member libraries. There is a way for them to join MeLCat and use it as a path to automation. They add their collection one item at a time, barcoding and adding item information to an existing MeLCat record. As soon as they have 10% of their collections on MeLCat, they can borrow and loan. When they have the majority of their collections on MeLCat, they can get the MARC and item records from MeLCat and select and ILS to fit their needs. I am working with these libraries.

New Initiatives:

- Mini-Grant Program – An Ad Hoc group, Heather Bassett (Reed City), Bradley Chaplin (Kalkaska), Kim Frazho (Houghton Lake), and Eric Smith (Mason County/Ludington) developed guidelines for this "Library Service Expansion & Mini-Grant Program" which was approved at the November MMLL Board meeting. The program was open from November 25th to January 11th,

with all applications submitted during that period considered equally. We received nine submissions, 3 for one-time event costs (\$250) and the other 6 for service expansion projects (up to \$1,000) for a total amount requested of \$5,700.

- The MMLL Board approved the funding of all applications, reduced proportionately so that all applicants could receive most of the funds requested
 - Here are the funded project amounts:
 - Bellaire Public Library - \$219.30 - to offset cost to attend Rural Libraries Conference
 - Hart Area Public Library - \$219.30 - to offset cost to attend Rural Libraries Conference
 - Richfield Township Public Library - \$219.30 - to offset cost of summer reading programming
 - Big Rapids Community Library - \$438.60 - to offset purchase of touch screen computer for public use
 - Glen Lake Community Library - \$570.18 - to offset the cost of Zinio subscription renewal in May
 - Leland Township Public Library - \$701.72 - to offset the cost of upgrading four desktop public access computers
 - Benzonia Public Library - \$877.00 - to offset cost of hearing assistive technology for programming
 - Houghton Lake Public Library - \$877.00 - to offset the cost of a Playaway Launchpad collection
 - Pentwater Township Library - \$877.00 - to offset the cost of hiring a technology consultant for building remodel
 - The total of these awards is \$4999.40, meeting the allocated \$5,000.
 - We will award all projects on a reimbursement basis, and will compile a final report on the use of the funding.
 - The Board packet for March will include a request to run a second round of this Library Service Expansion & Mini-Grant Program in this fiscal year.
- Rotating Maker Kits – The “Maker Team,” consisting of Tracy Logan-Walker (Cadillac), Sarah Maddox (Houghton Lake), Michelle Moore (Missaukee/Lake City), and Stacy Pasche (Benzie Shores/Frankfort), had one in-person meeting and one webinar meeting and decided what kits to compile, how many, and what would be included in each. Here is the list of what is being compiled for loan to Mid-Michigan Library League members:
 - Eight Maker Kits with instructions and program ideas:
 - Kit 1: Squishy Circuits
 - Kit 2: Ozobots (copy 1)
 - Kit 3: Ozobots (copy 2)
 - Kit 4: Q-BA-Maze
 - Kit 5: Photography Studio
 - Kit 6: Virtual Field Trip
 - Kit 7: Sewing! (copy 1)
 - Kit 8: Sewing! (copy 2)
 - Two MakerBot 3D printers, each with laptop and supplies (extruder, filament, build plate tape) and warranty coverage
 - Look for these materials to be ready to borrow for member library programming sometime this spring!

Cooperative Services:

- We will have a shift in cooperative membership next fiscal year, and because of this, we will need to re-configure our Board representation for MMLL. I am recommending a strategic planning session sometime before the end of September.
- Six of the current MMLL member libraries have submitted resolutions/intentions to leave the cooperative as of October 1, 2016. They are Traverse Area District Library, Interlochen, Peninsula, Fife Lake, Elk Rapids and Kalkaska. My understanding is that they are all joining the Northland Library Cooperative, although I have not gotten any feedback or reasoning for this change. Services between our two cooperatives are very similar.

ALA National Library Legislative Day (NLLD):

- The 2016 National Library Legislative Day will be May 2-3, 2016 in Washington, D.C.
- The national issues are compiled here: <http://www.ala.org/nlld>
- There is still time to apply for a travel grant. Please go to: <http://galesupport.com/legislateday> for more information and to submit your application. *Deadline to submit is: **March 18, 2016***

Travel:

2/16 – Walton-Erickson School Public Library
2/23 – Wheatland Township Library
White Pine District Library
Seville Township Library
Richland Township Library

Member Library Visits:

- I have visited these 39 of the 45 member libraries:
Group 1 – Alden, Bellaire, Central Lake, Elk Rapids, Mancelona, Kalkaska
Group 2 – Benzie Shores, Benzonia, Betsie Valley, Darcy/Beulah, Glen Lake, Leelanau, Leland, Suttons Bay
Group 3 – Fife Lake, Interlochen, Peninsula, Traverse Area (Woodmere and East Bay)
Group 4 – Manistee County
Group 5 – Cadillac Wexford (main only so far)
Group 6 – McBain, Missaukee District, Houghton Lake
Group 7 – Mason County (Ludington), Hart, Pentwater, Shelby, Walkerville
Group 8 – Chase, Pathfinder (Baldwin), LeRoy, M. Alice Chapin/Marion, Reed City
Group 9 – Morton Township, Big Rapids, Wheatland, Seville, White Pine District, Richland Twp, Walton-Erickson
- Still to visit: Richfield Twp. (group 6), Surrey Twp. (group 8), Evart (group 8), Luther (group 8), and Barryton (group 9)
- I will travel to the final five member libraries I have yet to visit within the next several weeks. If you would like me to plan a visit, whether I have been there already or not, please don't hesitate to ask!

Respectfully Submitted,

~*Sheryl*

Sheryl L. Mase