

Mid-Michigan Library League

Director's Report

May 2016

Administrative:

- A comparison spreadsheet between three prospective office lease situations was put before the Board for consideration. The office on the third floor of the Old City Hall, 201 N. Mitchell St., Suite 302 was the best fit for our needs. A special meeting of the Board was called for Thursday, May 12th to make a formal decision and approval of costs associated with moving. With any luck, we will be moved by the beginning of June.
- State Aid payments have been going out to member libraries. We bill members as we are aware they have received payment.
- Member libraries have signed up for their RIDES service for another MCLS fiscal year. We pay for RIDES for all members and since the MCLS fiscal year is July–June, we divide the costs over the twelve months of future payment so that 9 months of the old contract and 3 months of the new contract are logged as payments for our fiscal year 2016. The FY17 budget will contain the additional 9 months of the new contract.
- RIDES – since we no longer will have a class VI library, but we have two class V libraries, I suggest we pay for branch delivery for the two class V members in the League – Cadillac and Mason County. I recommend Cadillac have 2-day delivery for Mesick and 3-day delivery for Manton; and Mason County have 3-day delivery for Scottville. The cost would be \$5,661 and we are saving \$16,455 for the portion of the RIDES bill for the six libraries leaving the cooperative as of October 1st. We would have been paying \$21,940 if the six libraries were to remain in MMLL.

Trainings:

- The Human Resources Basics, part II: The “Soft Skills” (and some hard ones too) was held at the Cadillac Wexford Public Library on March 31st. We had 18 attendees, 5 of whom came from outside our cooperative.
- There was a Book Repair Basics workshop held in Cadillac on April 28th. It was free and offered by KAPCO. There were 21 attendees.
- There is now a Continuing Education Committee for the cooperative: Kimberly Young (Houghton Lake), Cathy Carter (Benzie Shores), Ryan Deery (Suttons Bay), Michelle Moore (Missaukee), and Eric Smith (Mason County). Since Michelle is moving, we could have another member assigned to this committee. So far, we have tried to collaborate with other cooperatives to bring in a speaker, but they were not ready to do this until about a year from now. But, the Cooperative Director's Association intends to participate in collaborative efforts at continuing education, such as hiring a speaker to do the same program in several locations in order to share the opportunities more broadly. Other efforts will include providing interesting content during the afternoon of scheduled Advisory Council/Board meetings, and trying out a webinar-based bimonthly tech talk. Stay tuned ;-)

Technology:

- Of the 19 MMLL libraries not yet on MeLCat, these are in the current round of implementation:
 - Alden District Library
 - Bellaire Public Library
 - Evart Public Library
 - Marion (M. Alice Chapin Memorial) Library
 - Richland Township Library
 - White Pine District Library

- The status of the other 14:
 - Betsie Valley District Library - submitted application; not yet scheduled
 - Chase Township Public Library - un-automated; no application submitted
 - Darcy Library of Beulah - submitted application, went to training almost a year ago, MCLS not able to implement yet due to some vendor issue under investigation
 - LeRoy Community Library – submitted application; not yet scheduled
 - Luther Area Public Library - submitted application; not yet scheduled
 - Mancelona Township Library - submitted application; not yet scheduled
 - Manistee County Library - submitted application; not yet scheduled
 - Pathfinder Community Library (Baldwin) - submitted application; not yet scheduled
 - Richfield Township Public Library – no application submitted
 - Seville Township Public Library - submitted application; not yet scheduled
 - Walkerville Public/School Library – un-automated; submitted application; not yet scheduled
 - Walton Erickson Public/School Library - un-automated; submitted application; not yet scheduled
 - Wheatland Township Library - un-automated; no application submitted
- The MeLCat participation 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. You can join even if you are not automated! http://mcls.org/files/5614/1157/3968/MeLCat_participation_agreement_2014.pdf
- 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>. The new deadline to file form 471 is May 26th.

New Initiatives:

- Mini-Grant Program – The Ad Hoc group, Heather Bassett (Reed City), Bradley Chaplin (Kalkaska), Kim Frazho (Houghton Lake), and Eric Smith (Mason County/Ludington) developed guidelines for the first successful round of the “Library Service Expansion & Mini-Grant Program” which was approved at the November MMLL Board meeting.
 - The Board approved a second round to be run at their March meeting
 - The second round applications are due by June 3rd.
 - All materials are posted on the MMLL website (<http://mml.org>)
- Rotating Maker Kits – Our group, Tracy Logan-Walker (Cadillac), Sarah Maddox (Houghton Lake), Michelle Moore (Missaukee/Lake City), and Stacy Pasche (Benzie Shores/Frankfort), has compiled for loan to Mid-Michigan Library League members the following:
 - Nine Maker Kits with instructions and program ideas:
 - Kit 1: Squishy Circuits (copy 1)
 - Kit 2: Squishy Circuits (copy 2)
 - Kit 3: Ozobots (copy 1)
 - Kit 4: Q-BA-Maze
 - Kit 5: Photography Studio
 - Kit 6: Virtual Field Trip
 - Kit 7: Sewing! (copy 1)
 - Kit 8: Sewing! (copy 2)
 - Kit 9: Ozobots (copy 2)
 - Two MakerBot Mini Replicator 3D printers, each with laptop and supplies (extruder, filament, build plate tape) and warranty coverage; one with a 3D scanner attached to an iPad for use with the printer.
- The kits will be shown and information shared about how to reserve them for use at our next Advisory Council meeting, May 19th at 10 a.m. at Cadillac Wexford Public Library.

- The kits and printers are pre-reserved for the two maker programs, run by the U-M School of Information via an IMLS grant, that were selected to receive the programming. Houghton Lake Public Library will have the event Wednesday, June 15th – Friday, June 17th and Benzonia Public Library will have the event Tuesday, August 16th – Thursday, August 18th. All are invited to attend.

Cooperative Services:

- The MMLL Board has a committee on representation that held a special meeting on Thursday, May 12th to begin discussions about how to re-carve out the cooperative area into representative groupings for Board representation. They will also look at the services in the Plan of Service and propose edits for a full membership vote this summer.

Travel:

3/23 – Surrey Twp, Barryton, Ewart
4/6-9 – PLA conference, Denver, CO
4/15 – Co-op Director retreat, Gaylord
4/29 – Houghton Lake, Richfield Twp
5/4 – Houghton Lake maker program
5/5 – Mesick branch of CWPL

Member Library Visits:

- I have visited 44 of the 45 member libraries:

Group 1 – Alden, Bellaire, Central Lake, Elk Rapids, Mancelona, Kalkaska

Group 2 – Benzie Shores, Benzonia, Betsie Valley, Darcy, 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 and Mesick)

Group 6 – McBain, Missaukee District, Houghton Lake, Richfield Twp

Group 7 – Mason County (Ludington), Hart, Pentwater, Shelby, Walkerville

Group 8 – Chase, Pathfinder (Baldwin), LeRoy, M. Alice Chapin/Marion, Reed City, Surrey Twp., Ewart

Group 9 – Morton Township, Big Rapids, Wheatland, Seville, White Pine District, Richland Twp, Walton-Erickson, Barryton

- Still to visit: Luther (group 8)
- 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 or just come to talk with you about any issues you like.

Respectfully Submitted,

~Sheryl

Sheryl L. Mase