

**NORTHLAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MEETING
OTSEGO COUNTY LIBRARY
November 12, 2004**

Present:

**Bambi Mansfield-Sanderson, Crawford County Library
Jeanne Ludlow, Alpena County Library
Carolyn Chrzan, Presque Isle District Library
Cindy Lou Poquette, Indian River Area Library
Carol Luck, Alcona County Library
Val Meyerson, Charlevoix Public Library
Susan Conklin, Crooked Tree District Library
Dawn Pringle, Jordan Valley District Library
Maureen Derenzy, Otsego County Library
Elizabeth Benson, Topinabee Area Library
Nanette Miller, Boyne District Library
Christine Johnson, Interim Director, Northland Library Cooperative**

Meeting was called to order at 10:15 a.m. by President Luck.

Motion by Sue Conklin, second by Val Meyerson to accept the 9/29/04 minutes. All ayes, motion carried.

Report from NLC

**Free cd's are now available to libraries. Contact Christine if you didn't get yours.
State Aid checks are coming through very quickly.
Detroit Tigers and Ernie Harwell are doing a program of fund raising for libraries.
More details to follow.
Houghton Lake Library is doing a workshop with presenter, Judy McNally on budgets.
Universal Service Fund was discussed. Make an appointment with Christine if you need help.**

Search committee report

Search committee reported that a job description with an ad for the position went into the professional journals, local newspapers, on listserv, and to library schools. Deadline is November 30th. Committee will wait until deadline before doing anything.

ILL/Regional Catalog Committee Report

ILL/Regional Catalog report was given by Christine. The group met and talked about MelCat. The state estimates it will be complete in five years beginning in January 2005. What do we do between now and then? Autographics costs over \$50,000 a year. The committee will be looking at other systems and methods that might be cost effective and functional. End of September is when the contract with

Northland will expire. If it is not possible to locate a different system, the Committee recommends an end of life for Autographics of two years. Motion by Maureen Derenzy that the cooperative set an end of life date for the Autographics union catalog in two years. This will be the end of life fiscal year of Sept. 30th of 2006. Seconded by Cindy Lou Poquette. Motion carried.

Recommendation that Louise Bugg would give a presentation on Melcat.

A letter of support was suggested to nominate Christine Johnson to be on the policy committee for MelCat.

Documents Retention Schedule

Document retention scheduled was discussed. This is a guide before making a decision to discard. Basically, if you don't create the document, you don't need to start. The suggestion from the group was to have "legal" added to the different sections so the group would know legally what was required to keep.

Report on QSAC for Coops

Discussion was held on the report on QSAC for coops. The consensus agreed that there needed to be more goals to strive for. The group felt that it was pretty basic.

Cooperative Services:

Core Services that were discussed consisted of:

Regional ILL/Catalog

OCLC ILL

Consulting

Advocacy

Workshops

Delivery/Postage reimbursement

Group Purchasing Coordinator

Cooperative-wide Programming

Communication from Cooperative

Cooperative Website

Cataloging

Tech support

Cost of services estimate was passed out. Discussion was held on how important the regional ILL/catalog is to the non-SIRSI libraries.

Other

Discussion was held on broadband and wireless connections.

MEBS representative (Bob Grochowski) spoke on benefits.

Meeting adjourned.

Dawn Pringle

Secretary