

**NORTHLAND LIBRARY COOPERATIVE
ADVISORY COUNCIL MEETING
CURTIS TOWNSHIP LIBRARY
August 9, 2004**

Present:

**Mark Bronson, Cheboygan Public Library
Sue Warner, Wolverine Community Library
Cindy Lou Poquette, Indian River Area Library
Carol Luck, Alcona County Library
Moirra Maus, Curtis Township Library
Val Meyerson, Charlevoix Library
Susan Conklin, Crooked Tree District Library
Dawn Pringle, Jordan Valley District Library
Judi Stillon, Alpena County Library
Karen Sherrard, Petoskey Public Library
Nanette Miller, Boyne District Library
Christine Johnson, Interim Director, Northland Library Cooperative**

Meeting was called to order at 10:18 a.m. by President Luck.

**Motion by Cindy Poquette, second by Judi Stillion to accept the 5/19/04 minutes.
All ayes, motion carried.**

Report from Libraries

Reports were given from libraries that were present.

Interim Director's Report:

2003/04 budget was handed out to members for information. The end of the fiscal budget for this year is the end of September. There is still money in the budget to pay for line items left in the following weeks.

Mobile training lab grant in which all the money and equipment has been received. Eleven laptop computers networked with an LCD projector. Microsoft office professional with Deep Freeze software will be the software on the computers. Christine will try to configure the network sometime this month hopefully the schedule to use this will go out. Introduce this to folks by giving the staff a brief introduction of how to use.

Joint meeting between advisory council and board is September 29, 2004 at North Central Michigan College in Petoskey. Christie Brandeau, State Librarian, has been asked to attend. The Thunder Bay Marine Sanctuary was invited to discuss the maritime collection that has been added to the Alpena County Library. People interested in taking a tour of the Petoskey Public Library after the meeting are asked to reserve.

Michigan Employment Benefits Services representatives on the services that they offer will be asked to give a brief presentation at the end of the November advisory council meeting.

Planning Retreat is scheduled for August 30, 2004 with Mary Carey Crawford at the Mackinaw City Library. It was suggested that Christine send out a list of services that are currently being offered as a cooperative so that people will be aware before attending the meeting. This will only be a one day retreat so we will need to make sure we stay focused on topics of where we see the cooperative heading.

Christine notified the members that the free music CD's supposedly at the state somewhere. The only information she could get was that someone will call her a week before dropping them off at the cooperative. The troll books that were suppose to be received for free were discontinued.

There could be four new Northland board members. Libraries that might be asked are Indian River, Mackinaw, Beaver Island or Wolverine, and Montmorency. Terms start with the October board meeting.

Duvall Award form was handed out. Nominations should be received by September 10, 2004. This is an award that honors someone for service within the cooperative.

Rural Libraries Conference is scheduled in the beginning of May 2005 at Boyne Highlands in Harbor Springs.

USF status is at the point in which three years are going on at once. File form 486 form by October 28th. Linda Schatz will be once again doing the "train the trainer" session sometime in October. She worked at the SLD program and very knowledgeable about USF. The 470 form may be filed now for early filers as the 2005 form is now online.

New Business

A draft 2004/05 budget was passed out. State aid in the budget is slightly higher than last year due to Gerrish Higgins Library adding membership in the cooperative. Christine budgeted everything rather low in the budget so if more money comes in under revenues there will be extra money to work with.

Motion by Cindy Poquette, second by Judi Stillion that roughly \$55,600 still owed on the Cooperative building be paid off sometime before the next fiscal year which is in October. Motion carried, all ayes. The advisory council recommended previously that the building be purchased. This will save roughly \$14,000. There is money in the savings to pay off the contract. The building is on a land contract with the Besser Foundation in which there is a clause in it that says if the building is sold before paying off the contract the cooperative will give the net profit of the sale to the foundation or \$25,000 which ever is less.

Motion by Cindy Poquette, seconded by Sue Warner that this budget be approved with the changes made of insurance figures adjusted, to split the 5206 with 5404 line items, and to adjust the capital expenditures to reflect the previous motion of purchasing the building. All ayes, motion carried.

Discussion was held on workshop needs for the future. It was suggested to attend the retreat and then suggest ideas after the cooperative goals are determined for the next 3-5 years.

Meeting dates for the next year will be discussed at the September meeting which is an annual joint meeting with the board to be held at NCMC in Petoskey.

**Dawn Pringle
Secretary**