

**WHITE PINE LIBRARY COOPERATIVE  
ADVISORY COUNCIL MEETING**

**Minutes, August 12, 2009**

1. **Welcome:** Bryon Sitler welcomed members and introductions were made.
2. **Minutes:** Barb Butch moved to approve the March 11, 2009 Advisory Council Minutes as submitted. Erin Schmandt seconded the motion. Motion carried.
3. **Director's Report:** Bryon reported that:
  - He has spent a lot of time dealing with the Executive Order that closes HAL.
  - A contract with Overdrive is ready to be signed.
  - He met with Senator Barcia and Representative Brown in Vassar on August 10<sup>th</sup>. There was a good turnout.
  - He has been exploring links and information that can be posted on [Fuelyourmind.org](http://Fuelyourmind.org).
  - He will attend the MLA Annual Conference which will be held in Lansing this fall. He encouraged libraries to register early bird to save costs.
  - Lance Werner has been hired as the new director of the Capital Area District Library. It is unlikely that his position will be replaced at the Library of Michigan.
  - Denise Hooks has been hired as the new Director for Mideastern Michigan Library Cooperative. She is currently at Mott Community College. She begins her new position October 1, 2009.
  - Clay Albertson from Davidson Titles will attend the September 9<sup>th</sup> Advisory Council Meeting. He will bring books for children and young adults and sell them for at least 50% off price. He will accept cash, checks and he is also willing to invoice your library.
  - White Pine's Annual Meeting will be held on October 14, 2009. Warren Graham the "Blackbelt Librarian" will be the presenter. Libraries are encouraged to bring their staff. Costs will be shared with Genesee District Library. Staff from Public Libraries of Saginaw will also attend. They will pay a higher nonmember fee to attend.
4. **PR Campaign:** Bryon reported that:

46 billboards had been spread for 30 days throughout our service area. They have now been taken down.

150 TV spots were shown during prime time on several networks.

The [fuelyourmine.org](http://fuelyourmine.org) website received 80,000 hits during the month of May.

It was the consensus of the group that [Fuelyourmind.org](http://Fuelyourmind.org) should be kept current. Please send updates of events or any library activities to the Cooperative. WPLC is now responsible for keeping the website current.

It was the consensus of the group that Bryon add topics and/or links to the web site that might interest libraries and their patrons. Please let Bryon know if you would like something added.

5. **Overdrive:** 12 libraries have committed to the Overdrive program. It will cost the participating libraries \$1,500.00 + content annually. If more libraries join the cost will go down. Libraries can still join until the end of this month. Please contact Bryon if you are interested.

A committee will be formed to discuss the specifics of selecting the collection. They will meet in September. There will be only one collection which will be shared by the participating libraries.

6. **Direct Deposit from the State:** White Pine has signed up to receive all state payments electronically. This is not a mandatory requirement for libraries yet but could become one in the future.

Interested libraries can get electronic deposit information from the Office of Financial Management. Contact them at: 1-888-734-9749.

Or go to: [www.mi.gov/cpexpress](http://www.mi.gov/cpexpress) to be guided through the process.

You will need to register which requires your federal ID number.

When you register you will create a user name.

You will be given a temporary password which will be sent to you via the mail.

Once you receive the password you will need:

Banking information

Banks routing number (located on your checks).

Savings and checking account numbers.

You will then create a permanent password which is used to verify deposits.

You will be notified through e-mail when checks have been deposited.

If you have a parent authority, check with that institution first. There can be some confusion if you only have one federal ID number.

7. **New Associate Member:** The Carsonville-Port Sanilac Schools has applied for an associate membership with WPLC. Mary Chasseur moved to accept the Carsonville-Port Sanilac Schools as an associate member. Jim Rancilio seconded the motion. Motion carried. Marjorie Fruge is the director.

8. **Training Lab:** Bryon reported that the computer lab is over 5 years old and dying. 3 computers have died and have been replaced with lesser machines. The lab currently has 8 functioning computers. Bryon recommended letting the VLC take over the lab.

SVSU, Saginaw Public Schools and the ISD have a lab that the Cooperative can use if needed.

It was the consensus of the group to not replace the lab with new computers.

9. **Reimbursement of Over Payment of State Aid:** Libraries were invoiced for membership in October. They received a reduction in their second state aid check but had already been billed for the full amount.

Bryon showed reimbursement amounts for each library based on .319 cents per capita. A discussion followed.

Checks will be issued in September 2009 before the end of the fiscal year.

10. **Budget 2010:** The draft budget for 2010 and a budget comparison for the years 1999-2010 were reviewed.

The draft 2010 budget calls for approximately \$101,862 to be taken from fund balance to balance the budget. Bryon explained that during the last 3 years funds were added to the fund balance to prepare for a deficit budget.

Charlotte Simmons moved to approve that monies be taken from the fund balance to balance the budget.

Discussion followed:

Jim Rancilo moved to amend the draft budget to include a 2% raise for the three staff members. Erin Schmandt seconded the motion. Motion carried. The draft budget was approved unanimously and will now go to the board for approval.

11. **Elimination of HAL:** A PowerPoint program on the Elimination of HAL was presented. It will be distributed to member libraries for their information.

12. **Next Meeting:** The Advisory Council will meet on September 9, 2009.