

# SLC Advisory Board of Librarians (ABL) September 18<sup>th</sup> 11:30 CST/12:30 EST

Zoom with a Laptop or PC and webcam – go to <https://zoom.us/join> and enter the **meeting ID: 878 2676 8610 – Passcode: ABL**

## AGENDA

### I. Introductions/Comments

Megan, Dickinson; Shawn, SLC; Cheryl, SPIES; Barbara, West Iron; Lynne, Ironwood; Dillon, PLDL; Eric Alpena; Alycia, St. Ignace; Andrea, PWPL; Jessica, Negaunee; Pam, SLC; Lisa, SDL; Rebecca, Curtis; Amanda, Menominee

### II. Minutes from Previous Meeting (February – I think!) – posted on the website!

### III. SLC Committee Reports – no changes to note----

- a. ALB Policy – chair: Lisa Waskin
- b. Database – chair: Amanda Griggs
- c. Grants – chair: Lisa Waskin
- d. Plan of Service – chair: Eric Magness-Eubank (I THINK this committee will be meeting after the SLC Board Meeting later this month!)
- e. Prof. Dev./Continuing Ed. – co-chairs: Megan Buck and Carolyn Stacey
- f. Programming/Technology – chair: Alycia McKowen
- g. RIDES – chair: Amanda Winnicki

### IV. Updates from SLC Director/SLC Staff

- a. Staff changes at SLC – Shawn let everyone know that Byron is looking for employment elsewhere. A network admin position will be posted (possibly consider a part-time position). Everyone is collectively hoping to get Byron to change his mind. Going to be challenging because the agreement with Compudyne (for network administration) didn't pan out. Byron is in Menominee with Amanda today, still going to Bayliss. It was not a compensation issue – job different than expected and he did indicate that he will try to stay to help, but if offered another job he may leave sooner. SLC does still have support from Jean – she is going to be helping with some issues (PLDL server, new server at SLC to move to Office 365). (Question – if Byron is around until gets another job, how do we proceed? SA – going to reach out to The Library Network (TLN), might be able to offer some support. Can reach out to Luke and Eli from time-to-time, Byron will continue to help as much as possible and with the transition. Going to push forward.)
- b. Plan of Service – Tech support is a huge part of what SLC does and still want to be able to offer that – going to look at the plan and see what can be done. Eric – we can hold a committee meeting – Eric will go back and look at notes and see who is on the committee and what we need/want to discuss.
- c. SLC Budget/Annual Meeting – Pam has a goal to get financials out soon, but everything is on the website already. For the current year- only minor adjustments (major changes came in July) for the rest of the year. Projecting a net income of \$6000 plus for FY2020 with a voluntary payment to MERS of \$20,000. New budget will have to be updated but FY 2021 to the board this month – current year included most of the things from 2020, without Niche Academy and there was a reduction to OverDrive, same amount in RBDigital right now, but that is likely changing, still included stipends for workshops, no substantial cuts to services provided. The FY2021 budget does have a projected deficit but SLC does have a healthy fund balance to weather a year or two of reduced state aid. FY2021 assumes a 25% cut to state aid, and results in a \$40,000 deficit. SLC has a fund balance policy to carry an average of the last three years of state aid, which would be \$412,807. Unrestricted fund balance projected for Oct 1 is \$620,454 but that figure does include Victoria Wolfe Fund, which is considered to be set aside for GLTB special projects –this leaves \$507,000+ in unrestricted fund balance which is plenty to cover the \$40,000 deficit. Noted we are all in the same situation and it is hard to do a budget without projected revenues.

Question - Networking Administration what does that entail – do the network administration for larger libraries, but there was miscommunication and price was way too high for what could be swung with Compudyne and the needed a lot more time to get to know situation. Something for Plan of Service to look at – how to make this work for larger libraries vs smaller libraries – Pam – can't compete with private sector for wages, maybe if we can pay someone a little more we can get some more applicants – need 2 people, a position and a half; wish we could afford Byron and a network Admin. Reaffirm to Plan of Service Committee that this is an important service and that there may be things we can do adjust costs to larger libraries to attract the right person.

- V. Old Business (if any)
  - a. Report from ABL Representation on SLC Finance Committee
  - b. Report from ABL Representation on Personnel Committee
- VI. New Business (if any)
  - a. Lynne wants to talk about Rainbows and Unicorns – (something nice) ☺
  - b. Nominations for Librarian of the Year – something fun to think about! Send to Lisa Waskin asap!
  - c. Virtual Hangout – BYOB on Zoom Event - around the time of UPRLC? Before/after UPRLC Business meeting? – Watch for updates. Suggested by Megan to hold in evening if beverages involved.
- VII. Communication and Collaboration
  - a. COVID Questions/Answers/Support –  
Are libraries seeing high staff turnover? – 1 retirement in Alpena; a couple staff at PLDL – one because of masks; 25% at PWPL; changes at SDL – posted positions attracting a lot of applicants from outside the UP; Ironwood, might be cutting hours, also not fun anymore; DCL – 1 so far, also not fun; Discussion – we are doing the opposite of library's mission – can't welcome patrons and have programs – we have to remove chairs – no potlucks/staff training days. Uncertainty and changes are hard.  
Changing EOs – Now region 6 and 8 can have large crowds? Maybe moving to Phase 4 – just never know what is coming and makes planning really hard  
Where is everyone at? Updates – Negaunee – Curbside; SDL – 8 open, 1 by appointment and school/public libraries are during carts for classes instead of having kids come to the libraries, limited number of computers and time on the computers; Lynne, by appointment (can browse/checkout); West Iron – appointments (including browsing – people are free to use the library how they like during the appointment people just come in and get what they need and leave) and curbside, West Iron also hosting new storytime with 5 kids at a time with 5 adults – come in backdoor and stay in conference room – 3 times per week since small groups only; Curtis – opened in July with masks – 10 patrons at a time; PLDL – opened June 29<sup>th</sup>, masks and social distancing, time limit for visits; St Ignace – mostly normal with masks and limited computer time, moved furniture to limit groups; Dickinson – board approved metrics to open as early as September 21, but with new cases that isn't going to happen next week – still curbside and by appointment (appointments don't include browsing). PWPL – currently curbside and appointments, plan to open to walk-in traffic at the end of September (3 hour blocks) – open the doors Mon-Wed 3-6 PM; Thurs-Sat 10-1 PM – short staffed so can't open for full hours, hoping to not have to limit because can have up to 250 people at a time, there will be someone at the door and if get to 100 try to limit from there, but not expecting to get to that. A lot of patrons love curbside, but can't run the two at the same time with building structure and with being short staffed – so curbside appointments in the "off" blocks of time from walk-in hours; confusing so worried patrons will get frustrated because they don't know when they can come in; Eric – asbestos abatement is almost over in Alpena! Most libraries are reporting that numbers are down for foot traffic. Getting hard to continue to have staff be the "personal librarian" for all patrons and patrons need to be able to come in and do it themselves.
  - b. Ride Sharing Opportunities (Ha! Remember those?)
  - c. Programs/Promotion  
Pam – UPRLC Business meeting coming – September 29<sup>th</sup> at 10 AM CST/11 AM EST – more will be coming about that but it would be GREAT to have people there other than just the UPRLC Board

Megan – UPs – new application is open! Partnerships can be 1 on 1 or small group and it is open to all! Staff, directors, friends/boards, etc. Please share!

d.

e. Think Tank Time

Lisa - MSU Extension offering lots of opportunities for virtual programs – there was a webinar yesterday – some are free, some have a small cost – all kinds of topics and impressive list of options – if a library books something can we share it out? Lisa is going to check on that. Would be virtual so might be able to work together.

Option to share virtual programming with each other via the listservs or social media – programming committee may explore?

VIII. Next Meeting Date – We will try to meet in Late October/Early November to look at the Plan of Service 0  
Doodle Poll to be out early to mid-October

IX. Adjournment 12:40ish ☺