

Advisory Council of Library Directors
February 7, 2018
Approved April 4, 2018

PLUM CREEK LIBRARY SYSTEM
ADVISORY COUNCIL OF LIBRARY DIRECTORS
February 7, 2018

Time & Place: The Advisory Council of Library Directors met at the Murray County Courts Building February 7, 2018, at 10:00 a.m.

Present:

Janine Bunjer, Lake Benton Public Library
Beth Cuperus, Fulda Memorial Library
Joni Dage, Siverson Public Library (Hendricks)
Marilyn Daub, Wabasso Public Library
Vanessa Hoffmann, Morgan Public Library
Carol Lehman, Mt. Lake Public Library
Michele Leininger, Marshall Lyon County Library
Kari Ourada, Westbrook Public Library
Valerie Quist, Tracy Public Library
Carla Skjong, Tyler Public Library
Sue Vizecky, Ivanhoe Public Library
Jody Wacker, Meinders Community Library (Pipestone)
Clint Wolthuizen, Nobles County Library (Worthington)

Absent:

Dawn Aamot, Windom Public Library
Mary Buysse, Minneota Public Library
Elberta DeJager, Edgerton Public Library
Tam Erickson Jackson County Library
Teri Smith, Redwood Falls Public Library
Lori Stainer, Slayton Public Library
Alicia Vogel, Lamberton Public Library

Jim Trojanowski and Rebecca Hudson were PCLS staff members in attendance.

1. Call to Order

Chair Elect Michele Leininger called the meeting of the Advisory Council of Library Directors to order at 10:12 a.m.

2. Additions to the Agenda

The agenda was approved with the additions of Library Announcements and PCLS Photograph Policy.

3. Introductions/Library Reports

Introductions were made and several reported on activities being held at their libraries.

4. Minutes

M/S M. Daub/V. Quist to approve the minutes from the November 1, 2017. Motion carried.

5. ILS and OverDrive Children's/YA Committee Assignments to replace Serene Gutnik

Tabled.

6. Introduction to MnWrites MnReads

Leininger provided information regarding training with the new MnWrites MnReads platform. MELSA will launch promotion beginning mid to late February. Shane Nackerud, a Pressbooks expert from UMN Libraries is willing to do either webinars and if feasible in-person training. Plans for a statewide author contest are being made and will feature cash prizes as well as trophies and recognition to finalists. Other incentives may include asking libraries to purchase the winners' books and/or sponsor author visits.

7. Review of Digital Resources/OverDrive's Libby App

OverDrive has created a free app called Libby that allows newer digital devices to better browse and access eBooks. Libby is available for Android, iOS (iPhone/iPad/iPod touch), and Windows 10 devices. Information about the app will be posted on the Plum Creek Library System's home page.

8. Cooperative Method for Replacing Missing DVDs in Sets

Tabled.

9. Approval of Amendment to Minnesota Library Reciprocal Borrowing Compact

In order to permit libraries to issue their cards to out of system patrons who do not already have a card in their home library, an amendment to the state reciprocal borrowing has been drafted in an agreement between Pioneerland, Traverse des Sioux and Plum Creek Library Systems. M/S V. Hoffmann/J. Wacker to adopt the amendment to the borrowing compact. Motion carried.

10. PCLS Photograph Policy

M/S V. Hoffmann/K. Ourada to adopt the new photograph policy that will require libraries to acquire written permission before a photo of a child under the age of 18 can be used on any library websites that are maintained by Plum Creek Library System. The permission form must be signed by a parent or legal guardian and a copy sent to the Plum Creek Library System before the photo can be posted.

11. Preliminary Budget Discussion

Trojanowski reviewed preliminary budget considerations including anticipated revenue and expenditures. Directors asked to have additional information presented for consideration at the March meeting, including anticipated cost increases in services paid for in part by fees to member libraries and for setting aside funds for a van replacement.

12. OverDrive Log-In Issue

With the last upgrade of Koha, patrons have been blocked from logging into OverDrive if they have fines or overdue items, even if below the \$5.00 or 5 overdue items threshold. In order to remedy this, the system preferences can be set but then will not display the yellow confirmation warning that shows when staff members are checking out to patrons with fines or overdue items. It was determined that this method should be used for one month and then reviewed by the ILS committee.

13. Koha Update

Recent Koha upgrades were reviewed and it was agreed that the change that shows the patron's card number rather than name will be implemented.

14. Survey Results

Tabled and no action taken.

15. Adjourn

M/S V. Hoffmann/K. Ourada to adjourn the meeting at 11:48 a.m. Motion carried.