

Advisory Council of Library Directors
June 8, 2022
Approved September 14, 2022

**PLUM CREEK LIBRARY SYSTEM
ADVISORY COUNCIL OF LIBRARY DIRECTORS**

June 8, 2022
Video Conference and In-Person Meeting
Plum Creek Library System
290 S. Lake Street, Worthington MN 56187

Time/Place: The Advisory Council of Library Directors met on June 8, 2022, at 10:00 a.m.

Present:

Shelly Finzen, Tyler Public Library
Kari Hanson, Mountain Lake Public Library
Pat Haynes, Lake Benton Public Library
Kari Ourada, Westbrook Public Library
Beth Sorenson, Nobles County Library (Worthington)

Present via Zoom:

Dawn Aamot, Windom Public Library
Beth Cuperus, Fulda Memorial Library
Calla Jarvie, Rock County Library, (Luverne)
Connie Lechner, Redwood Falls Public Library
Michele Leininger, Marshall Lyon County Library
Val Quist, Tracy Public Library
Scott Sobocinski, Wabasso Public Library
Jody Wacker, Meinders Community Library (Pipestone)

Absent:

Dena Berghorst, Edgerton Public Library
Joni Dage, Siverson Public Library (Hendricks)
Carrie Dose, Jackson County Library
Mandi Kuehn, Morgan Public Library
Gail Perrizo, Minneota Public Library
Lori Stainer, Slayton Public Library
Sue Vizecky, Ivanhoe Public Library
Alicia Vogel, Lamberton Public Library

Elizabeth Hoffman, Rebecca Hudson, and Joel Sasse were PCLS staff members in attendance.

1. CALL TO ORDER

Chair Calla Jarvie called the meeting of the Advisory Council of Library Directors to order at 10:05 a.m.

2. ADDITIONS TO THE AGENDA

M/S M. Leininger/S. Finzen to approve the agenda as written. Motion carried.

3. INTRODUCTIONS

The introduction of meeting attendees was held.

4. MINUTES

M/S C. Lechner/K. Ourada to approve the minutes of the May 11, 2022, Advisory Council meeting. Motion carried.

5. ROUND ROBIN LIBRARY UPDATES

6. OPAC HOLDINGS DISPLAY AND SORTING

Joel Sasse noted that currently the holdings are sorted alphabetically by Item Type, and he asked if there was interest in changing that to sorting the items by home libraries. This would allow patrons to see what their home library has in the initial search. When the Aspen Discover Layer is added it will sort the list by libraries alphabetically. Sasse will send out a poll to see if there is interest in changing the sorting method right now.

7. T-MOBILE BEACON HOTSPOTS

Sasse is in the process of converting the old Hotspots to new ones. He explained that the passwords can be found by scrolling the power button, and are also labeled on the back cover. The switch over will not take place until June 30, and libraries are asked to send their current Hotspots back to Plum Creek Library System at this time.

8. ASPEN DISCOVERY SETTINGS

There are several languages available in Aspen Discovery, and Elizabeth Hoffman asked if there was interest in making those available to patrons. It was agreed that there should be a dropdown language selection option available.

The software also has the option of self-registration for library cards with an online registration form. Discussion about implementing this was held and it was recommended that patrons be asked to come into the library to pick up their cards rather than providing them with a digital number. It was decided that the Aspen committee would discuss the matter and make a recommendation to the Advisory Council at its September meeting.

9. COLLECTION DEVELOPMENT POLICY

A new policy guiding the collection development of digital materials and items purchased through the Arts and Cultural Heritage Fund by the Plum Creek Library System was reviewed. The policy addresses collection development made by member library staff and PCLS staff members and includes a reconsideration form for materials that might be challenged. Guidance for requests for adding outside links to the PCLS website was added.

M/S M. Leininger/K. Ourada to approve the Collection Development Policy with the changes, and send it to the Governing Board for adoption. Motion carried.

10. MEETING LOCATIONS

Hoffman noted that the September Advisory Council meeting will be held at the Redwood Falls Public Library, and she asked if there was interest in rotating the meetings for the months of October, November, and December, throughout the PCLS Region. No decision was made at this time. It was noted that the PCLS annual meeting will be held at the Tracy Public Library on September 21, 2022.

11. HISTORY KIT TRAINING

The new audio and video history kits are ready to distribute to libraries and there are three training sessions scheduled for library staff to attend to learn about the components of the kits. Additional makeup training sessions will be held at the PCLS office.

The dates and location of the training are:

July 21, 2022 2:00-4:00 p.m. Marshall Lyon County Library

July 25, 2022 2:00-4:00 p.m. Rock County Library

July 26, 2022 10:00-12:00 p.m. Jackson County Library

12. STORYTELLING KITS

Work on the new storytelling kits progresses, and most of the materials have been received. The next step will be processing the books and other items, and a call will be going out for individuals interested in working on that project. When completed, there will be 5 kits allotted to each library, and they will be made available for interlibrary loan to patrons and libraries.

13. DIRECTOR'S REPORT

-Hoffman has been visiting county commissioner meetings and will wrap up with the Rock County meeting on June 28. She is also visiting member libraries while out in each county.

-Work is being done to boost the Wi-Fi speed at some of the member libraries.

-The East Central Library System has been experiencing numerous protests regarding materials, and that is why it is important for libraries to have their own Collection Development policies. ECLS director Carla Lydon has offered to speak with the Advisory Council regarding their experience.

-Viking Library System has implemented Policy Lunches, in-person meetings where specific policies can be discussed or developed, and feedback shared.

-With this the last Advisory Council meeting for librarians Dawn Aamot and Kari Ourada, they were wished well in retirement.

14. ADJOURN

M/S D. Aamot/K. Ourada to adjourn the meeting at 11:23 a.m. Motion carried.