

TLN Steering Committee Meeting Minutes
March 3, 2017
Hamburg Township Library

Committee members in attendance: Patty Braden (Romulus), Rachel Lee (Flat Rock), Mike McCaffery (Dearborn Heights), Connie Ozinga (Commerce), Jim Pletz (TLN)

Excused: Joyce Farkas (Southgate), Alyson Lobert (Walled Lake City)

Others in attendance: Holly Hentz (Hamburg)

1. Call to Order: The meeting was called to order at 10:08AM by Chair, Patty Braden.
2. Approval of Agenda: Motion to approve the agenda by Ozinga, supported by McCaffrey. Motion passed.
3. Nominations for Secretary: Braden appointed Rachel Lee (Flat Rock) and Joyce Farkas (Southgate), who will split duties.
4. Approval of Minutes of the October 7, 2016 Meeting: Motion to approve the minutes by McCaffrey, supported by Ozinga. Motion passed.
5. Announcements: Pletz announced that Donna Sherill is Inkster Library's new director. Pletz informed us briefly that she is coming with experience from Detroit Public Library and its Bookmobile service.
6. Chairperson's Report: Braden announced that the speakers for the upcoming TLN Membership meetings are Evette Atkin, Continuing Education Coordinator at the Library of Michigan (May 5, 2017), and Randy Riley, State Librarian (July 14, 2017).
7. Old Business:
 - Pletz stated that the Michigan Mental Health Association workshop was put on hold until 2018 potentially. With MLA doing a similar event this year, didn't want to compete.
 - Pletz mentioned that an upcoming continuing education opportunity is on September 7, 2017 at Dearborn Public Library from 9AM-4PM. He will also be surveying the membership for needs and briefly talked about the leadership book club.
8. New Business:
 - April Spring Workshop at Plymouth District Library, sponsored by the Adult Services Committee. Motion to approve by Ozinga, seconded by McCaffrey. Motion passed.
 - Revision to PDF file for the Workshop Costs Form with fillable PDF. Braden will put in a helpdesk ticket.
 - Reimbursement guidelines for Workshop Costs Form have been reviewed and dated. Justin Walker will do this.

- Plan of service review: Discussion on full and associate membership within the consortium. Pletz states that TLN is doing the RIDES work for other consortiums. He also counsels libraries without state aid and provides the state with a reasonable timeframe, when notified that a library has failed to qualify, as to what steps in the next year to take in order to become state aid qualified. Pletz will find the history on the origin and purpose of the associate membership within the plan of service. The benefit of an associate membership is non-existent now. Pletz will also check the law to determine if it is supposed to be there as a statute. If any changes were to be made, the steering committee would vote and then, the membership. McCaffrey asked if it needed to be all or nothing and suggested not limiting options. Tabled to May 5th meeting.
- Strategic Planning: Pletz mentioned that the last time strategic planning was done was in 2010 and the priority now is the ILS demonstrations, proposals, and making a choice. Pletz is also going to check with his colleagues at other coops. Tabled to May 5th meeting.

9. Adjournment: Motion to adjourn at 10:53AM by Ozinga, supported by McCaffrey.