

Friday May 8th 2020 Virtual Meeting via TLN RingCentral

Call to Order

Erin Look, Auburn Hills, motioned to approve the agenda and Jocelyn Levin, Lyon, seconded the motion.

There were no state committee, local Committee, or TLN updates.

Curbside Pick Up –

Once Stay Home, Stay Safe is lifted, libraries have the following plans:

Each library is only going to be circulating our own items at first, before allowing holds on other libraries' items since we will not have TLN delivery yet.

At Trenton staff went in once a week check emails and create library cards

Milford and Livonia are thinking they will have books wrapped and in the vestibule for curbside

Lyon Twp. and Garden City wants to have a tent outside with labeled bags for pickup. Lyon is going to give people time slots to pick up items.

At Taylor most staff have been home the entire time. The Director, Assistant Director, and Head of Circ go in once a week. Items can be requested over the phone and are checked out and placed in bags. They have a bench outside the building where bagged and labeled items can be placed when patrons call and say they are here. Once staff is back inside the building, patrons are allowed to exit their car and grab their bag with their name on it.

Birmingham Baldwin was doing curbside pickup prior to the shutdown. Patrons would call or email to request materials, staff would pull the items and check them out to the patron and put them in a bag on a cart at the back of the library near the loading dock. Patrons could get the item off the cart without making contact with the staff member.

Dexter offered curbside - patrons would place hold, and library would email when hold was ready, patron would call from Parking lot, and staff would take items outside.

At Waterford the lobby will be the only room open for a while.

Springfield is definitely planning on curbside pickup only once they get the go ahead to open to the public to limit the number of people (and kids) in the building.

Quarantining

Lyon Twp, Romulus, Waterford, and Milford are using their community rooms to hold quarantined books.

Dexter is expecting to run out of bins and wonders how long we will need to quarantine our returns.

Waterford and Brighton are planning on quarantining items for 24 hours.

Hartland and Clarkston are planning on 24 hours and then wiping down items.

Romulus is thinking 24-48 hours; Springfield is waiting on a definite decision, but planning on 48 hours.

Belleville, White Lake, Wixom, Lyon Twp. and Garden City are planning on a 3 day quarantine.

Milford is doing different times for different materials, but looking at 3 days to ensure the plastic covers are clean and will probably wipe items down too.

Plymouth is moving furniture to community rooms to make space between chairs as well as quarantining items

Virtual Summer Reading Platforms

<u>Wandoo Reader:</u>	<u>Beanstack:</u>	<u>ReadSquared:</u>	<u>Google Forms:</u>	<u>Summer Reader:</u>
Clarkston	Auburn Hills	Howell	Berkley	White Lake
Ferndale	Baldwin	Lyon	Taylor	
Garden City	Brighton	Salem-South Lyon		
Hartland	Dexter			
Orion	Livonia			
Romulus	Plymouth			
Springfield (teens)	Wixom			
Trenton				
Waterford				
Wayne				

Canton and Springfield (kids) are not using an online platform, and Southfield has not yet made a decision.

Grab and Go Kits

Many libraries are offering “Grab and Go” or “Take and Make” Kits. Most are all-ages kits, or elementary-level kits.

Canton is doing 62 Days of Summer, "STEAM Stops" and hoping to distribute owl pellets to patrons to dissect at home for “Gross Science”.

Salem-South Lyon is talking about doing take-home programs. Lyon is offering one take home Craft Kit and STEM Kit each week.

Berkley, Wayne, and Springfield are also making kits.

Taylor hasn't officially decided whether or not to do grab and go bags. It's a possibility, but they don't want to encourage more people to leave home to come to the library.

Garden City is making kits of the materials that would have gone along with programs that were planned, so they will be age specific to the planned program.

Plymouth is doing weekly challenges.

Many libraries are expecting that glue, markers, tape, etc. will be available at home. Berkley is favoring activities with common materials, but open to supplying some materials people might not have depending on the activity. Mechelle suggested that we could provide a list of suggested materials to have at home along with possible substitute items that could be used. It would be a good idea to make all the instructions available online also so that anyone who didn't get a kit could still do the activity.

We created a shared spreadsheet for some craft/stem kit ideas:

https://docs.google.com/spreadsheets/d/1U1pLROlefo9ZRz2riPrppluWApYo68_abIV-nyUfAhs/edit?usp=sharing

Prizes:

Plymouth had some prizes purchased so everyone will get a goody bag at the end of the program/when it is safe to pick up. Their teen department does raffles and is looking into mailing things.

Taylor has switched to raffles instead of our prize bin. They plan to create blind bags at the end of the summer to get rid of everything in the prize bin.

Clarkston is doing prize baskets which we will raffle off at the end of summer. They will be delivered curbside.

Trenton is doing raffle prizes, digital gift cards

White Lake is going to have scheduled prize pick-up appointments at the end of the program, and plan on giving out local restaurant gift cards.

Waterford is talking about giving out books from a controlled list of titles, i.e. order 10 copies of one title and 10 of another and the patron chooses. Their program budget comes from Friends book sales, so they don't know what money they will have to work with.

Wixom is doing blind bags and a free book (there will be limited options and no browsing on a cart) for completion and an entry into a raffle. Prizes will not be available for pickup until after mid-July at the earliest.

Milford is putting together SRP packs that will have all of the weekly challenges as well as a prize sheet. After each week of completing the challenges the child can pick a prize from the sheet. At the end they can submit the sheet and we will put together a prize pack. They already have all the prizes.

Baldwin uses game cards with goals, and once kids finish half the goals they will get a book as a prize. They will also have grand prize gift baskets given away thru a raffle.

Auburn Hills is planning to offer a halfway and final prize for most programs, but also having a raffle because there is no way to know when they will be able to be picked up.

Wayne is going to do raffles, gift cards, and raffle baskets.

Taylor is using local business gift cards like grocery stores, Home Depot, and food places for adults. Also some baskets like movie night and gardening.

Lyon already has everything they ordered from CSLP so will probably be making prize bags.

Springfield Township usually gives a free book to all participants at the end so they plan to give every participant a coupon for a free ice cream treat at the local ice cream place (that they will purchase to support the local business).

Taylor decided to forego registration bags.

In Attendance:

Brandi Swinehart	Allen Park	Kirsten Malzah	Novi
Erin Look	Auburn Hills	Ashley Lehman	Orion
Cathy Gimby	Baldwin	Suzanne Tison	Orion
Syntha Green	Baldwin	Lauren Baker	Plymouth
Nakenya Lewis-Yarbrough	Belleville	Barb Dinan	Plymouth
Rebecca Stout	Berkley	Jessica Wilhoite	Romulus
Laurie Walters	Brighton	Kelly Soerens	Salem-South Lyon
Stephanie Williams	Brighton	Mechelle Bernard	Southfield
Nichole Welz	Canton	Kristina Costigan	Springfield
Jamie Klos	Clarkston Independence	Becky Price	Taylor
Kathy Ratliff	Dexter	Janna VanHouten	TLN
Jordan Wright	Ferndale	Amalia Ash	Trenton
Elissa Zimmer	Ferndale	Melissa McLachlin	Waterford
Kim Poma	Garden City	Cynthia Walker	Waterford
Marta Jackson	Hartland Cromaine	Kim Wilcox	Waterford
Rachel Cleer	Howell	Matt Zirkle	Waterford
Karen Smith	Livonia Civic Center	Michelle van Well	Wayne
Jocelyn Levin	Lyon	Leah Kenney	White Lake
Karen Dobson	Milford	Emily Dobbs	Wixom
Lindsay Gojcaj	Novi	Sara Hodgson	Wixom
		Jennifer (no library or last name provided)	