

Lakeland Library Cooperative
Continuing Education Committee
July 31, 2008

Present: Martha Pitchford, Carol DeBoer, Mary Reed, Shirley Blackler and Jane Seitz

Mary Reed called the meeting to order @ 1:30 pm.

Minutes of the June 26 meeting were approved with one spelling correction.

Finance Report	Total Income (Workshop Fees)	4,930.00
	Total Expenses	3,472.58

	Balance	1,457.42

Completed Workshops

HeritageQuest training workshop – a summary of evaluations revealed that the program was well received. The comments were very positive.

Confirmed Workshops

September 25, 2008 – Readers’ Advisory Workshop @ Zeeland Library. Carol DeBoer reported that everything is all set. The workshop will take place from 1:00pm (12:30 registration) to 4:30 pm (4:15 evaluations) and will feature Julie Pierce, Sunny Sutch, Melanie Early and Edward Elsner. .3 CEUs will be awarded for 3 hours with no breaks. The cost will be \$15 for LLC members and \$20 non LLC members. Registration begins on Aug.25 and will run through Sept. 18. There was a reminder from Mary Reed to include cancellation information on all registration flyers.

Proposed Workshops

Book Repair with Kevin Driedger – not available this fall.

“No More Bookbags” and pamphlet preservation program was discussed. November 14 will be the date of the workshop. .5 CEUs will be offered and the program will run from (8:30 registration) 9:00 am -11:45 am and 12:45 pm – 3:30 pm.

A Youth Services Workshop was discussed as per Mary Robinson’s email request for assistance from the CE Committee in developing such a program. It was decided that the Youth Services Committee should have membership representation on the CE Committee to foster further cooperation between the two groups.

Computer Maintenance Workshop – Martha reported plans are “up in the air” as presenter, Nick Heimler will now be working at the Northeast Ottawa Library. Dates to consider are November 18, 19 and 20.

Personnel Training/Problem Management – Pam Myers conducted a poll that revealed serious interest in this topic. Martha will look into getting a presenter from the Employees Assistance Program through Pine Rest. More to come...

Safety and Emergencies program was discussed by Shirley Blackler. She has been checking possibilities with the Kent County Sheriff's Dept.

E-Newsletters – suggested by Carol DeBoer for a possible workshop. Committee decided that the topic might be too lean for an entire workshop.

Mel, LLC and KDL Programs

Mel

Sept. 18 Teens' Resources & Databases Training

Oct 2 Children's Resources and Databases Training

@ Lakeland – one in the morning and one in the afternoon

LLC

Coming up on MelCat in late September

KDL

KDL Reader's Advisory/mystery genre – Sept.30 – 9:00 am – Noon /.3 CEUs –open to LLC

Graphic Novel program to be held on Nov.21 with Kat Kan – open to Lakeland

Publisher program – no date – possibly October – open to Lakeland

Other Business

Posting LLC workshops to other cooperatives – Martha will take on this responsibility.

Posting LLC workshops to Library of Michigan – Shirley will handle.

Request to regularize LLC CE Committee meetings – after much discussion the third Thursday of the month @ 1:30 remained as regular as it gets. Georgetown Library remains the site for the meeting.

Procedure for the distribution and publishing of CE meeting minutes are the following 3 steps:

Email unapproved minutes to the CE Committee for possible additions and corrections

Make changes and send to LLC All as unofficial minutes

Approve minutes at the next meeting and send to Carol Lange @LLC to file

Next Meeting:
August 21 @ OG 1:30 pm

Respectfully Submitted,

Jane Seitz