

Mideastern Michigan Library Cooperative

Plan of Service

Approved by Cooperative Board action June 10, 1993
Revised September 8, 2016

Mideastern Michigan Library Cooperative

NAME: The name of this cooperative shall be the Mideastern Michigan Library Cooperative. The cooperative's address, effective April 1, 1999, is: Mott Foundation Building, 503 S. Saginaw Street, Suite 711, Flint, Michigan 48502.

ORGANIZATIONAL HISTORY: A history of the Mideastern Michigan Library Cooperative is included as Attachment #1.

AUTHORITY: The Mideastern Michigan Library Cooperative is established as authorized under the State Aid to Public Libraries Act 89 of 1977, as last amended.

A. MEMBERSHIP:

Definition of Membership Terms:

Section 1.) Full Public Library Members: Full membership in the Mideastern Michigan Library Cooperative shall be available to any public library which meets qualifications of 1977 PA 89 as revised, whose local Board of Trustees and/or governing body adopt this plan by resolution, requesting that their library become a participating member; and whose membership is approved by the Mideastern Michigan Library Cooperative Board and the Library of Michigan

The board of a local library shall adopt a resolution requesting the local library become a member of the Cooperative. Duplicate copies of the resolution, certified by the clerk or secretary of the local board, shall be filed with Cooperative Board and the Library of Michigan. The Cooperative Board shall accept or show reason for denial of request for membership within sixty (60) days after filing. When the Cooperative Board has accepted the resolution, the resolution and acceptance shall be endorsed by the President and Secretary and a copy filed with the Library of Michigan.

Section 2.) Multi-Type Library Members: Multi-type Library Members not meeting qualifications under 1977 PA 89 revised and/or not serving the general public shall be considered for multi-type library membership. Multi-type library members include academic institution libraries, school libraries and media centers, special and corporate libraries. Multi-type library members shall be encouraged to attend and participate at Advisory Council meetings; they shall be allowed to vote in all matters except those concerning 1977 PA 89 finances.

Section 3.) Associate Members: Other organizations shall be considered for associate membership. Examples include, but are not limited to: Regional Education Media Centers (REMC), Intermediate School Districts (ISD), Regional Education Service Districts (RESA), and other groups associated with libraries. Associate Members shall be encouraged to attend and participate at Advisory Council meetings; they shall not be allowed to vote.

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B. ELIGIBILITY

To be eligible for membership in a cooperative library:

Section 1.) A Public Library shall:

- a.) Maintain a minimum local support of 3/10 of a mill on State Taxable Value, as taxable value is calculated under section 27a of the General Property Tax Act, 1893 PA 206, MCL 211.27a, in the fiscal year before October 1 of the year before distribution.
- b.) Participate in the development of cooperative library plans.
- c.) Loan materials to other libraries participating in the cooperative library.
- d.) Maintain an open door policy to the residents of the state, as provided by section 9 of article 8 of the state constitution of 1963.
- e.) Meet the State of Michigan minimum requirements for-personnel to be eligible for State Aid, whose local board of trustees and/or municipal governing or appropriate body adopts this plan by resolution and requests that their library become a member.
- f.) All public library members must purchase at least one unit cost service annually. All public library members not purchasing a unit cost services annually shall be required to pay a flat membership fee, at a rate determined by the Mideastern Michigan Library Cooperative Board, as defined under Services & Fees Section A(2).

Section 2.) A Multi-type Library shall:

- a.) Pay an annual membership fee, at a rate determined by the Mideastern Michigan Library Board.

Section 3.) An Associate Member shall:

- a.) Pay an annual membership fee, at a rate determined by the Mideastern Michigan Library Board.

C. SERVICE AREA

The Mideastern Michigan Library Cooperative's legal service area shall include the following, as certified annually by Library of Michigan:

Bay County – all

Clare County –

City of Clare – 100%

Grant Township – 100%

Sheridan Township – 100%

Clinton County -

Victor Township - 66.67%

Genesee County - all

Ingham County - all except the City of East Lansing

Isabella County – al except Sherman Township

Lapeer County - all

Midland County – all except Jasper Township and Porter Township

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Oakland County-

Groveland Township - 100%

Holly Township - 100%

Rose Township - 100%

Saginaw County -

City of Saginaw - 100%

City of Zilwaukee - 100%

Bridgeport Charter Township - .74%

Buena Vista Charter Township – 87%

Carrollton Township - 100%

James Township - 100%

Kochville Township - 100%

Maple Grove Township – 100%

Saginaw Charter Township - 100%

Tittabawassee Township - 100%

Zilwaukee Township - 100%

Shiawassee County - all except Antrim Township, Fairfield Township, Middlebury Township and New Haven Township

D. MEMBER LIBRARIES

This plan of service was submitted under the authority of the present membership, as certified annually by Library of Michigan, consisting of:

<u>LIBRARY</u>	<u>COUNTY</u>	<u>STATE AID POP.</u>	<u>Size</u>	<u>Status</u>
Bay County Library System	Bay	107,681	VI	F
Pere Marquette Dist. Library	Clare	8,833	III	F
Flint Public Library	Genesee	102,434	VI	F
Genesee District Library	Genesee	332,567	VI	F
Capital Area District Library	Ingham	238,859	VI	F
Chippewa River Dist. Library	Isabella	51,640	VI	F
Almont District Library	Lapeer	6,583	II	F
Dryden Township	Lapeer	4,768	II	F
Goodland Township Library	Lapeer	1,828	I	F
Lapeer District Library	Lapeer	60,006	VI	F
North Branch Township	Lapeer	3,645	I	F
Ruth Hughes Memorial	Lapeer	11,480	III	F
Coleman Public Library	Midland	4,622	II	F
Grace A. Dow Memorial	Midland	76,707	VI	F
Holly Township Library	Oakland	23,088	IV	F
Public Libraries of Saginaw	Saginaw	124,823	VI	F
Community District Library	Shiawassee	28,263	V	F
Laingsburg Public Library	Shiawassee	9,233	III	F
Shiawassee District Library	Shiawassee	27,920	V	F
Vernon Public District	Shiawassee	4,614	II	F

Current multi-type and associate members are listed in Attachment #2.

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E. MEMBERSHIP WITHDRAWAL

Any member of this Library Cooperative may withdraw by giving a written resolution of its local board to the Cooperative Board, ninety (90) days prior to October 1st. The Cooperative Board shall honor all requests for withdrawal, reserving the right to dispute listed reasons. Termination is as of October 1st each year, contingent upon settlement of financial obligations. Duplicate copies, certified by the clerk of the local board, shall be filed with the Cooperative Board and the Library of Michigan 90 days prior to the Cooperative's next fiscal year (October 1-September 30).

F. GRIEVANCE PROCEDURES

Mideastern Michigan Library Cooperative is committed to resolving disputes at the local level.

Section 1) When there is a dispute concerning the cooperative library to which a public library shall belong, services rendered to member libraries, or the operations of the library cooperative, which cannot be resolved on the local level, the Library of Michigan may hear the case. The decision of the Library of Michigan shall be final.

Section 2) The Mideastern Michigan Library Cooperative will comply with the Policy on Disputes approved by the Library of Michigan.

Section 3) When it has been established that a dispute, as defined under Section 22 of 1977 PA 89, which has not been resolved exists between libraries at the local level (cooperative versus a member local library), the following procedure shall be initiated:

- a.) The director of the public library concerned shall meet with the director of the cooperative and attempt in good faith to resolve any problems.
- b.) If a resolution of the problem is still not possible, the board of each library concerned, following a review of the issue, shall petition the cooperative director and board in writing for redress of the matters in dispute specifying the remedies sought.
- c.) The cooperative director shall present the petition to the cooperative board (within 90 days), along with his or her recommendations. The cooperative director shall report the conclusion of the board to all parties concerned, promptly and in writing.
- d.) If this effort is not sufficient to resolve the dispute, the matter shall be reported to the Library of Michigan by the board of the cooperative or by the board of the complaining library, with copies of all documentation.

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GOVERNING BOARD:

The governing body of the cooperative shall be the Mideastern Michigan Library Cooperative Board, (hereinafter "the Board".) It is expressly understood that the Board has no jurisdiction over the property or management of local libraries or institutions.

A. BOARD SELECTION

The Board shall be composed of 9 members, representing public libraries, and 2 ex-officio, non-voting members - one member representing school libraries; and one member representing academic/special libraries.

Section 1.) Public Library Members:

- a.) shall not be employees of Cooperative member libraries,
- b.) shall be selected by the governing boards of the Cooperative member libraries as follows:

- i. Permanent Seats: 1 seat to represent each Class VI library with a state aid population of more than 200,000.

- Capital Area District Library
 - Genesee District Library

- ii. Rotating Seats: The remaining seven (7) seats would be rotated among the following libraries, as described, with no library holding a seat for more than six consecutive years:

- a.) 5 seats to rotate among the following Class VI libraries, with a state aid population of less than 199,999:

- Bay County Library System
 - Flint Public Library
 - Grace A. Dow Memorial Library
 - Lapeer District Library
 - Public Libraries of Saginaw
 - Chippewa River District Library

- b.) 1 seat to rotate among the following Class V and IV libraries:

- Shiawassee District Library
 - Holly Township Library
 - Community District Library

- c.) 1 seat to rotate among the following Class III, II, I libraries:

- Almont District Library
 - Dryden Township Library
 - Laingsburg Public Library
 - North Branch Township Library
 - Ruth Hughes Memorial District Library
 - Vernon District Library
 - Coleman Area Library
 - Pere Marquette District Library
 - Goodland Township Library

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- iii. New members: Any new members of the Cooperative will take their place at the end of the current list, subject to a review of the Plan of Service.

Section 2.) Ex-officio, non-voting Members:

a. School Libraries/Academic/Special Libraries

- i. Multi-type library participation shall rotate among the members (see attachment #2), with no library holding a seat for more than three consecutive years.
- ii. New members will take their place at the end of the current list, subject to a review of the Plan of Service.
- iii. Revision of board representation for multi-type library members will take effect 09/30/2018 or upon resignation of one multi-type board representative. At that time, multi-type library board representation will become one representative.

B. TERMS OF OFFICE

The term of office of a Board member shall be three years.

Section 1) Vacancies:

- a.) When a vacancy occurs, the library represented by the departing Board member shall be allowed to appoint a new Board member to fill the unexpired term. In the event a board member resigns prior to the term expiration date, the new appointee will serve out the remaining term of office. No board member shall serve more than six consecutive years, with a minimum off the Board of one-three year term. Partial terms of less than one (1) year shall not count toward the six year limitation.
- b.) Board vacancies shall be filled as promptly as possible. Whenever possible, vacancies shall be filled so that a Board position will not be vacant for a single meeting; however, the Board position shall be filled within three months.

C. ATTENDANCE

The Cooperative Director shall prepare a Board member attendance sheet for each meeting.

Section 1) Board Member Absences

- a.) Regular attendance by all members is vital to the effective functioning of the Board.
 - i. In the event of one unexcused absence by a Board member, a written notice will be sent to the Board member and to the library/institution represented by that Board member. An unexcused absence is defined as less than 24 hour notice of the intended absence.
 - ii. In the event a board member is absent from the January and September meetings, a written notice will be sent to the Board member and the library/institution represented by that Board member requesting the member's resignation and the appointment of a new Board member.

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Section 2) Virtual Meeting Attendance from a Remote Location

a.) Active participation by all members is important for effective functioning of the Board. A member of the Board or a committee may participate in a meeting by telephone conferencing or other interactive, electronic technology providing the main meeting location is open to the public and is accessible to the public constituents of MMLC. Participation in a meeting in this manner constitutes in-person attendance at the meeting and shall constitute presence for the quorum.

D. REIMBURSEMENT

Board members shall be reimbursed for reasonable expenses incurred for attendance at Board meetings or at conferences or other meetings as approved by the Board.

E. MEETINGS

The Board shall determine a schedule of regular meetings at the first meeting of each fiscal year, in compliance with the Open Meetings Act 267, 1976.

F. DUTIES

The Voting Members of the Cooperative Board shall:

Section 1.) Have powers which relate to the functioning of the Cooperative Library and the management and control of the Cooperative Library's funds and property.

Section 2.) Select a Chairperson.

Section 3.) Be a body corporate and a juristic entity for social security and legal identity purposes.

Section 4.) Establish, maintain, and operate cooperative services for public libraries in the Cooperative library's area.

Section 5.) Appoint a director to administer the Library Cooperative, fix that person's compensation, and delegate those powers to that person as are in the best interest of the Cooperative library, including the power to hire and fire necessary employees.

Section 6.) Purchase books, periodicals, library materials, equipment and supplies for the cooperative services.

Section 7.) Purchase sites, erect buildings, and lease suitable quarters, and have supervision and control of property of the Cooperative library.

Section 8.) Enter into contracts to receive service from or give service to libraries in the state, including public, school, academic, or special libraries, other cooperative libraries and political subdivisions of the state.

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Section 9.) Have exclusive control of expenditures for the Library Cooperative.

Section 10.) Accept gifts and donations of property, real and personal, for the benefit of the Library Cooperative and for the purposes for which donated.

Section 11.) Adopt bylaws and rules consistent with 1977 PA 89 for its own governance and do those things necessary to carry out the purposes of this act.

Section 12.) Have all other powers as authorized by 1977 PA 89 or amendments thereto.

MEMBERSHIP DUTIES

A. ADVISORY COUNCIL

This council shall serve as an advisory body for the cooperative and shall consist of one representative from each of the member libraries / institutions, either the director of the member library or designee. The Director of the Cooperative shall be designated as Chair of the Advisory Council but without voting privileges. The major functions of the Advisory Council shall be to serve in an advisory relationship to the Cooperative Director. All Advisory Council recommendations are to be forwarded to the MMLC Board by the Cooperative Director with a minority report. Meetings of the Advisory Council will be set at the May meeting prior to the beginning of the next fiscal year.

B. ADVISORY COUNCIL VOTING PROCEDURES

Voting shall be conducted at Advisory Council Meetings as follows:

Section 1.) Class V & VI Libraries: Shall have two ballots to cast in a roll call vote.

a. Members with two ballots may not split their vote on an issue.

Section 2.) Class I - IV Libraries: Shall have one ballot to cast in a roll call vote.

Section 3.) Multi-type Library Representatives: Shall have one ballot to cast, except in votes concerning 1977 PA 89 roll call votes.

Section 4.) Associate Members: Shall not have voting privileges.

C. GOVERNANCE FINAL DECISIONS

The Cooperative Library Board makes the final decision on all matters pertaining to the governance of the Cooperative, in accordance with its Bylaws and Plan of Service.

FUNDING

A. PROCEDURES

The Mideastern Michigan Library Cooperative's fiscal year shall be October 1 to September 30. The Cooperative budget shall be composed of three parts:

Administrative Costs

Core Services

Unit Cost Services

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Section 1. Balance sheet accounts shall be maintained for all general account funds and all public library members' restricted and revolving funds.

- a.) General Account funds shall include those monies paid directly to the cooperative such as the cooperative state aid, grant monies, membership fees and reimbursements for unit cost services. The Cooperative shall prepare monthly financial reports as well as an annual financial statement, based upon the annual audit.
- b.) Restricted funds shall include those individual public library members' Section 16(4) state aid monies held in trust for them by the Cooperative. The Cooperative shall prepare monthly financial reports as well as an annual financial statement, based upon the annual audit.
- c.) Revolving funds shall include those individual public library members' unrestricted funds held in trust for them by the Cooperative. The Cooperative shall prepare monthly financial reports as well as an annual financial statement, based upon the annual audit.

Section 2. Public Library Membership payments (Section 16(4) state aid) shall be remitted in full to the Cooperative upon invoicing. At the end of the fiscal year, any unspent portions of the membership payment shall be identified and handled according to that member library's wishes, as outlined in the MMLC Trust Account Policy.

Section 3. The budget process shall be:

- a. Planning for the next fiscal year's budget will begin in June. The Director and MMLC staff, with input from the Advisory Council, will draft a balanced budget for the next fiscal year.
- b. By the first of August, the Director will forward a budget recommendation for review by the MMLC Personnel Committee and Budget & Finance Committee.
- c. By the first of September, the MMLC Budget & Finance Committee will present the final proposed budget recommendation for the next fiscal year.
- d. At the September meeting, the full Board will review the proposed budget and approve the budget by roll call vote. The budget for the new fiscal year will be adopted by the Mideastern Michigan Library Cooperative Board no later than September 30.
- e. The Board will establish the annual membership fee at the September Board meeting. All members will be notified of the membership fee. Invoicing for this fee will be completed in October, with payments due by November 1.

Section 4. An annual audit will be conducted by an outside auditing firm, and this audit will be reviewed by the Cooperative Board within 90 days of the close of the fiscal year. A copy of the audit will be sent to the Library of Michigan and the Michigan Department of Treasury.

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B. GRANTS

These funds shall be accounted for separate from other types of funding received by the Cooperative. Federal funds shall be audited in accordance with the law.

SERVICES, FEES & CONTRACTS

A. SELECTION OF SERVICES

Section 1. Certain services shall be chosen as core services by a unanimous decision of all public library members. A description of the core services offered by the Cooperative is contained in Appendix A. The core services shall be:

- Administration
- Economy of scale/Group Discounts
- Resource Sharing
- Technology Support/Innovation
- Advocacy/Marketing

Core services shall be funded only with direct state aid to cooperatives and grant monies. Any income generated by core services shall be used to support core services.

Section 2. Certain services shall be chosen as unit cost services by any two or more public library members, and paid for with Section 16(4) state aid, or from the local member's funds. Only participating public library members will set the standards and evaluate services in this area. Core services beyond the basic level supported by available funding may become available for selection by public library members as a unit cost service. Costs for all services must be reviewed annually. A description of the unit cost services offered by the Cooperative is contained in Appendix B. Unit cost services include, but are not limited to:

- Continuing Education
- Programming
- Technological Support/Innovation

Section 3: Third Party Contracts will be available as a service to members.

Section 4: Multi-type and associate members may purchase core services and unit cost services on a fee for service basis.

B. EVALUATION

Section 1. All services shall be thoroughly analyzed and evaluated periodically. If dissatisfaction is expressed during this evaluation, an independent Co-op committee, composed primarily of users, shall conduct a more detailed analysis. This detailed analysis shall recommend to the Cooperative Board ways to reduce the costs of the service and/or to improve the services.

Section 2. Each service shall be evaluated in writing. This evaluation shall be based upon pre-established standards that ensure that each participating library receives its basic level of service as defined by the standards.

PLAN APPROVAL

- A.** The Appendices shall be amended as necessary, independent of revisions to the full Plan of Service.

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- B. The Attachments shall be amended as necessary, independent of revisions to the full Plan of Service.
- C. If a substantial modification is made to the Plan, the Cooperative Board shall provide sixty (60) days written notice to all participating library member institutions about the exact nature of the proposed changes. Copies of the proposed Plan of Service (as determined by the Cooperative's membership) and revisions will be mailed to all member libraries.
 - a. The proposed changes shall be adopted by a majority of member libraries (local board action not necessary for passage) and the Cooperative Board.
 - b. The Cooperative Board shall submit to the Library of Michigan the revised Plan of Service within 60 days of approval.
 - c. "Substantial modification" means any change to a cooperative library plan of service that involves a change in public library membership which would require a change in the legal boundaries of a cooperative library as certified by the Library of Michigan.

ADOPTION

This Plan of Service and revisions were officially adopted by the Governing Board of the Mideastern Michigan Library Cooperative on September 8, 2016.

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Appendix A

Core Services:

The Cooperative provides services in the following categories, listed in priority order, based on the funding that is received as direct state aid to the cooperative.

Administration:

1. Provides consulting services.
2. Maintains a website.
3. Coordinates a discussion list to keep members informed on issues in the cooperative in addition to information on the state and national scene.
4. Disseminates reports and information to keep members informed.
5. Belongs to statewide and national library organizations.

Economy of scale/Group discounts services

1. Participates in group discount program with other and organizations.
2. Makes group purchases for members.
3. Serves as a booking agent for programming, Summer Reading and other performer activities.

Resource Sharing

1. Facilitates-resource sharing among cooperative member libraries.
2. Works with libraries to join and participate in MeLCat.
3. Assists libraries in adopting methods of resource sharing outside of MeLCat.
4. Acts as advocate for MeLCat libraries with process and delivery issues.

Technological support/Innovation

1. Provides specialized equipment for loan.
2. Facilitates conversations with technology consultants and vendors.
3. Assists with USF (e-rate questions.)
4. May offer grants to member libraries to support technology needs.

Advocacy/Marketing

1. Monitors MLA and ALA legislative information and alerts members to important news and calls to action.
2. Attends National Library Legislative Day workshop and legislative visits in Washington, D.C. and may offer mini-grants for Board and member attendance.

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Appendix B

Unit Cost Services: The Cooperative provides services for members in the following categories, listed in priority order. These services may be paid for with Section 16(4) state aid or from the local member's funds if there is an associated cost. A member must purchase at least one unit cost service for the annual membership fee to be waived.

Continuing Education/Training

1. Schedules workshops and training based on member needs.
2. Offers Board member orientation and training.
3. Works with other collaborating partners to co-sponsor workshops.

Programming

1. Contracts for programs.
2. Contracts for tours with authors, illustrators or speakers.
3. Schedules Performers' Showcase when possible.

Technology

1. Purchases special technology services for members or groups of members.
2. Conducts research and development projects and investigates new technologies.

Other possible fee-based services:

Enters into contracts for special services and special projects that are offered cooperative-wide.

Attachment #1

ORGANIZATIONAL HISTORY

In 1961, the Flint Public Library served as the headquarters for a State Library project involving the libraries in Shiawassee County and Genesee County. The Flint Public Library offered book processing and selection services to these libraries, and the Genesee County Library offered bookmobile services to the Shiawassee County libraries. In 1964, encouraged by the availability of federal funds to establish and support library systems, dismayed by the end of funds to support the State Library project, and influenced by the fact that it would no longer qualify as a "system library" by itself, the Flint Public Library initiated a proposal that would form a library system to improve library services. In cooperation with one or more neighboring libraries, the Flint Public Library could again qualify for federal funds by entering into a "cooperative library system" under the State Aid to Public Libraries Act of 1965.

In 1965, the library boards of Durand Memorial Library, Lapeer City Public Library, Edna C. Bentley Memorial Library, Owosso Public Library, and the Laingsburg Free Public Library passed resolutions expressing an interest in joining such a system, with the Flint Public Library serving as Headquarters.

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In December 1965, an agreement was signed between the Genesee County Library Board and the Flint Board of Education (which serves as the library board for the Flint Public Library), establishing the Flint and Genesee County Public Library Cooperative. The purpose of the agreement was to "provide the means for improving library services in Genesee County and the City of Flint". The Genesee County Library Board was empowered to serve as the Cooperative Board, and the Flint Public Library was designated as the Headquarters Library for the Cooperative; the Flint Public Library director was also designated the director of the Cooperative. An area library consultant was hired to administer the services offered to its members: a Universal Borrowers Card Service, a Young Adult Services Program, In-service Training Programs, Inter-library Loan and Delivery Service, the Flint Journal Indexing Project, State Library Greenaway Book Service, State Library Catalog Card Service, and Consultant Service on Cooperative Development.

In April 1967, the name of the Cooperative was changed to the Mideastern Michigan Library Cooperative, and the area library consultant became the executive director. In 1968, Lapeer County Library and the Edna C. Bentley Library formally joined the Cooperative. Owosso Public joined in 1971, followed by Lapeer City Library in 1973. In 1975, Corunna Public Library and North Branch Township Library joined, and in 1976, the Shiawassee County Library joined as well.

In the late 1970's, the Mideastern Michigan Library Cooperative facilitated the establishment of the Mideastern Michigan Region of Cooperation (MMROC). This organization provided service to the academic, public, school and special libraries of the region. Federal LSCA (Library Services and Construction Act) Title III grant funds were used to support the activities of the Region of Cooperation.

In 1977, when the Mideastern Michigan Library Cooperative was reorganized under the State Aid to Public Libraries Act 89, the library boards from Lapeer County Library, Holly Township Library, Genesee County Library, Flint Public Library, Edna C. Bentley Memorial Library, Durand Memorial Library, and Shiawassee County Library passed formal motions to join, followed in 1978 by Owosso Public Library, North Branch Township Public Library, and Corunna Public Library.

In 1978, under the reorganization, a new nine member Cooperative Library Board was formed as outlined in the Plan of Service. Two permanent seats each were allotted to representatives appointed by the Genesee District Library Board (formerly known as the Genesee County Library Board) and the Flint Public Library Board (the Flint Board of Education), with the remaining five seats rotated among the other member libraries. At the same time, the then-executive director became the director of the Mideastern Michigan Library Cooperative, and no longer reported organizationally to the Director of the Flint Public Library, but rather, directly to the Cooperative Library Board.

In 1980, Imlay Township and Vernon District libraries joined the Cooperative. Although there were some changes in services and technology during the 1980's, there were no further structural changes made to the organization nor its membership.

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In March 1992, Eugene Griffel retired as Director of the Cooperative after twenty-six years of service. Sara Behrman was hired as the new Director and began work on March 16, 1992. In June 1993, upon a thorough re-examination of the Board's employment policies and procedures, the informal arrangement for the leasing of space, payroll and administrative services with the Flint Community Schools was terminated. The Mideastern Michigan Library Cooperative moved to new office space in the Northbank Center Building in downtown Flint and new employment policies and procedures were established by the Cooperative Board.

In 1994, the Shiawassee County Library failed to qualify for state aid and full membership status; however, their full membership status was restored in 1995. In the fall of 1994, the two independent libraries of Owosso and Durand Memorial merged to form the Shiawassee District Library. In 1995, the Ruth Hughes Memorial Library became a district library. In October 1996, the Almont District Library and the Dryden Township Library, as a result of the dissolution of the Blue Water Library Federation, joined the Cooperative as full members, thus completing service to Lapeer County.

Federal LSTA (Library Services and Technology Act) grant funds were used to support the activities of the Region of Cooperation and the Mideastern Michigan Library Cooperative. Funds were used to convert library collection MARC records into machine-readable format, to assist in the purchase of computers and automated circulation systems, as well as, to provide funding to enhance collections. The funding also assisted in helping to foster communication and cooperation among the various types of libraries. A decision by the Library of Michigan to eliminate the LSTA grants funding the Regions of Cooperation, prompted the MMROC to begin the process of looking at alternative methods for continuation of the association of multi-type libraries. A strategic planning session was held in December 1997, and a report was issued in early 1998, indicating that a merged organization between the Mideastern Michigan Library Cooperative and the Mideastern Michigan Region of Cooperation should be established, keeping in mind the requirements of 1977 PA 89 which governs Cooperative libraries in the State of Michigan.

In October 1997, Sara Behrman tendered her resignation as Director of the Cooperative, effective June 1998, after six years of service. In May 1998, the Board accepted a contractual agreement with The Library Network for Eileen Palmer to serve as Interim Administrator of the Cooperative until such time as the Director's position was filled. In September 1998, the Library of Michigan granted District Library status to the Flint Public Library. Roger Mendel was hired as the new Director of the Cooperative and began work on December 15, 1998.

In April 1999, the Mideastern Michigan Library Cooperative moved to new office space in the Mott Foundation Building in downtown Flint. Two new library systems were added during the latter part of 1999 --- in August, 1999 Laingsburg Public Library became a member completing service to Shiawassee County, and in October, 1999 Capital Area District Library became a member extending our boundaries into Ingham County. The total population served by the cooperative increased from 591,183 to 827,249 (1990 census figures), making Mideastern Michigan Library Cooperative the fourth largest cooperative in the State of Michigan.

In January 1999, the issue of merging the Mideastern Michigan Library Cooperative and the Mideastern Michigan Region of Cooperation was revisited, whereupon a Merger Committee was

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appointed. A series of interviews with the Director of the Southwest Michigan Library Cooperative were held, which resulted in many discussions with the Region of Cooperation membership, the Mideastern Michigan Library Cooperative Advisory Council, and the Mideastern Michigan Library Cooperative Board of Trustees. The Mideastern Michigan Region of Cooperation and the Mideastern Michigan Library Cooperative Advisory Council voted in the summer of 2000 to recommend to the Mideastern Michigan Library Cooperative Board of Trustees approval of the general plan for merging the MMROC with the Cooperative. In September, 2000 the Mideastern Michigan Library Cooperative Board of Trustees took formal action to approve the general plan for merger of the Mideastern Michigan Region of Cooperation with the Mideastern Michigan Library Cooperative. An Implementation Committee was appointed and charged with the responsibility of completing the details involved with merging the two organizations.

In June 2001, a new plan of service was approved by the Boards of the public library membership setting the standards and guidelines for including non-public libraries and institutions as members of the Mideastern Michigan Library Cooperative, beginning October 1, 2001.

On December 31, 2002, the Lapeer County Library ceased to exist and officially became the Lapeer District Library January 1, 2003. This event was the culmination of many years of discussion and planning. A District Library Planning Committee was formed several years earlier to discuss the issues related to changing the library from a county library to a district library. Representatives from municipalities served by the County Library were asked to participate, an attorney was hired and along with County Library Board members and staff, a District Library agreement was hammered out. Final approval came in the fall of 2002 when the participating municipalities agreed to the document and passed resolutions to form the District Library.

In October 2003, three new public library systems joined Mideastern Michigan Library Cooperative --- Bay County Library System, Grace A. Dow Memorial Library in Midland, and Public Libraries of Saginaw, extending our boundaries into three additional counties. The total population served by the cooperative increased from 859,022 to 1,180,110 (2000 census figures), making Mideastern Michigan Library Cooperative the third largest cooperative in the State of Michigan.

In November 2002, the Shiawassee County Library board was informed that the County would no longer support the library as a county service. Several meetings occurred with the interested parties and the County Board of Commissioners decided to support the County Library for one more year with a reduced appropriation. At this time, the library board was in the process of interviewing candidates for the open Library Director position. The interviews were suspended and a search for an interim director took its place. In February 2003, Jeff Johnson was hired to serve as the interim director. In November of 2003, with no plan yet in place to replace the present county library arrangement, the library board took action to plan for the closing of all their library branches effective December 23, 2003. Soon after the notices were posted, a new series of meetings were held with interested townships and cities. In record time the townships and the City of Corunna developed a plan to organize a new district library. The formation of the

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Community District Library was approved by six townships and the City of Corunna, and the plan was approved by the Library of Michigan on May 1, 2004. On June 10, the first official meeting of the Board of Trustees of the Community District Library was held. A millage vote for .5 mil was approved by 58.7% of the voters at the August 2004 primary. The MMLC Board took action at the September 9, 2004 meeting to officially accept the withdrawal of the Corunna Public Library and the Shiawassee County Library and accept the membership request of the Community District Library. Holly Township Library, in the spring of 2004 added the remaining 50% of Groveland Township to their service area. This brought the total service population of the Mideastern Michigan Library Cooperative to 1,184,261.

In 2007, the City of Perry held a meeting with representatives from the Community District Library and the Edna Bentley Memorial Library board to discuss the library joining Community District Library. After several meetings of the boards and city officials in January Edna Bentley Memorial Library became a branch of the Community District Library, pending a successful millage vote to be held in the summer of 2008. With the successful passage of the millage on August 5, Edna Bentley Memorial Library officially became a participating member of the Community District Library. The August 5th vote also renewed the millage for Community District Library.

In 2008, the MMLC Director and the Genesee District Library Executive Director discussed the future of the Talking Book Center. With a smaller percentage of the cooperative being served by the Center and greater cuts in state aid, it was decided that an alternative way of providing the service should be found. After some discussion, it was decided that the Genesee District Library would take over funding and operations of the Talking Book Service and would serve only Genesee County residents. The users in Shiawassee and Lapeer would receive their service from the Library of Michigan beginning October 1, 2008.

In the late spring of 2008, the Chippewa River District Library (Mt. Pleasant), the Pere Marquette District Library (Clare) and the Coleman Library requested membership in the Mideastern Michigan Library Cooperative effective September 30, 2008. The addition of the three libraries added two counties and a population of 77,011 to the cooperative. That brought the population of the cooperative along with other population increases in current members up to 1,272,045.

In the fall of 2008, MMLC Director Roger Mendel announced his retirement, effective September 30, 2009, after eleven years of service. The MMLC Board officially welcomed Denise Hooks as director of Mideastern Michigan Library Cooperative effective October 1, 2009.

In 2012, Goodland Township voted to withdraw from the Lapeer District Library. After discussions with Ruth Hughes District Library failed to result in an agreement to join their Imlay City neighbors in the district library, Goodland Township residents voted to form their own township library. In September 2013, Goodland Township Library Board voted to join the cooperative. Their 1,828 residents did not change the cooperative's total population figure as they had already been a part of Lapeer's service population and then categorized as Unserved within the cooperative's service area. With recent losses in population, mostly in Genesee

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County, the Mideastern Michigan Library Cooperative service area population dropped to 1,241,879 residents in 2013.

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Attachment #2

Multi-Type Membership List

Academic Libraries

Baker College Library System
Mott Community College Library
Kettering University Library
University of Michigan - Flint

Special Libraries

Mott Foundation Library
Saginaw Chippewa Indian Tribal Library

School Libraries

Carman-Ainsworth School District
Fenton Area Schools