Executive Director’s Report

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2022 July

**Welcome to New Directors:** Lots of shifting around in TLN libraries, and many new faces appointed as Directors in TLN libraries. There have been over two dozen new appointees and interims the past year. The office is reviewing so we keep up on these changes to keep our records updated, to report to the membership, and to notify the state of new appointments. I have been working with the TLN library Directors to also get new directors paired up with “TLN Buddies” so that they have a director contact from another TLN library that they can call or email when they have questions. They can always also contact the TLN office and me.

**Steering Committee:** Steering has sent out a TLN training survey this month to ask the members what they are looking for in training next fiscal year. They are completing their final review of the TLN Plan of Service revisions and are awaiting final word from legal on their proposed changes. A final draft is expected to go to members and Board in August for review, input, and approval.

**Library Toolkit Resource:** TLN’s new Library Toolkit resource with webpages and links to relevant laws, documents, and more is live on the TLN website under the Library Staff section (https://tln.org/page/toolkit). The site was shown briefly to the TLN Member Council (library directors) at their meeting this month and was distributed across TLN via our weekly newsletter. There is an open invitation for anyone to suggest additional links to add to the toolkit. The office will keep the resource updated moving forward.

**TLN Libraries Workplace Climate Study:** As follow up to our discussion at last month’s Board meeting I met with representatives from University of Michigan to discuss the possibility and usefulness of doing a workplace climate study for TLN libraries as a group. They explained that anonymity can be maintained while still parsing out useful respondent data that can be applied to groups, such as library class size, or to other demographic information, such as county or zip code. They were also able to give us an idea of costs ($35-55,000) of doing a study for all of TLN membership. If the Board is in support next steps would be to do an RFP to get proposals from possible consultants for the project, with costs budgeted for next fiscal year.
**Cataloging Services**: The TLN Shared Automation System Executive Committee (SAS EXCOMM) has recommended that TLN hire a half-time contract employee to work on helping catch up on the backlog of materials waiting for processing and records in the shared system. If the Board approves this recommendation (proposal on the July Board agenda) the office will move forward as quickly as possible to hire someone. The **Technical Services and Cataloging** team is continuing to review and implement new policies, practices, and procedures to keep up on the changing world of library collection development and access.

**MAP Program**: I sat in when the MAP team (**Brigette Felix / Jim Flury**) held their first project meeting with the vendor, **LocalHop**, that was selected from our RFP for a new MAP interface. Plans are moving forward for an all new system in Spring 2023!

**Annual Picnic**: The **Jim Pletz Annual TLN Member Picnic**, was held on July 22, at the Novi Lakeshore Park. Members and the public were invited to attend. **Angie Michelini**, TLN Technology Services Manager who retired on July 20, was in attendance and everyone wished her a fond farewell for her retirement, after her 16-year tenure at TLN came to an end. Approximately 50 people attended the event and all reports indicate that everyone enjoyed the time together to celebrate and relax.

**WSU Career Fair**: I was invited to participate in an alumni panel to speak with Wayne State University students in the School of Information Sciences about the work of TLN and public libraries. The students were enthusiastic and had lots of questions. We continue to maintain ties with the students in the library studies program of the school in particular.

**TLN Technology Services Manager**: Lots of preparation was completed for transition in the Technology Services Department, including working with **Angie Michelini** to prepare workflow and assignment documentation and holding meetings with TLN administration to assist with transition. The TLN office had a retirement party for Angie on her last day. We received several applications for the position and **Judith Kozakowski, Anne Neville** and I held candidate interviews with the top three candidates. I am very excited to report that TLN’s **Damon Dye** was offered and has accepted the appointment as TLN’s new Technology Services Manager. He will begin his new role on August 15, after tying up work he is doing in his current roles for TLN and the AFSCME union. Public announcements and notifications were held until the week of July 25th, after a formal offer and agreement were reached. The team will report to me for the interim until Damon starts his new role.

**TLN Accounts Receivable and Customer Service Representative**: **Judith Kozakowski** posted the opening and **Rick Rosekrans** and I held interviews this month to fill the open position in the business office. An offer has been made and a verbal acceptance received. The position will soon be officially filled, and a public announcement made once the new employee is onboarded.