

Harrison District Library  
105 E. Main Street  
Harrison, MI 48625

Regular Meeting of the  
Harrison District Library  
February 24, 2015  
9:30 a.m.

*"The Harrison District Library provides collections and services that inform, entertain, and enrich the quality of life through the partnerships of family, schools and community in a welcoming respectful and helpful atmosphere."*

1. Call to order
2. Approval of agenda
3. Approval of consent agenda items
  - a. Approval of Minutes (January 27, 2015)
  - b. Bills & Financial Reports
  - c. Directors Report
4. Public Comment - (3 minutes)
5. Old Business
6. New Business
  - a. Update on new online library catalog
  - b. Library Mission review
7. Public Comment (3 minutes)

Adjournment - next regular meeting is

**March 24, 2015** at 9:30 a.m.

HARRISON DISTRICT LIBRARY  
BOARD MEETING

Director, Bissonnette  
President, Richards  
Treasurer, Foote  
Secretary, House  
Trustee Winters  
Trustee Scherrer  
Trustee Brittsan

UNAPPROVED

**Regular Meeting** –January 27 at 9:32 am

**Present** – Director Bissonnette, President Richards, Secretary House, Trustee Winters, Trustee Scherrer, Treasurer Foote

**Absent** –Trustee Brittsan

**Public** – 0

**Approval of Agenda:**

It was moved by Scherrer and seconded by Winters to accept the agenda as presented. Motion Carried.

**Approval of Consent Agenda:**

It was moved by Foote and seconded by Winters to accept the Consent Agenda including the minutes of December 16, 2014, Bills and Financial Reports and the Directors Report. Motion Carried.

**Public Comment:**

None

**Old Business:**

1. The resolution forms for the district agreement concerning the change of the fiscal year are ready and will be shared with the district members in the spring of this year.
2. Franklin Township seems confused about what Penal Fines can be used for and therefore Bissonnette will contact them to provide an explanation. This may move their approval of a limited contract.

**New Business:**

1. Richards suggested that all townships be visited each year by the library to keep them updated on what we are doing. Staff could be invited to attend, such as Courtney or Nick, to provide information on coming events. This could nullify the complaint that “ you only come when you want money ”.
2. House commended Bissonnette on the work she does as Librarian considering the wealth of information needed to do a good job and the representation of two entities.

**Public Comment:**

None

The meeting closed at 10:00 am. The next Regular Meeting will be on Tuesday, February 24, 2015 at 9:30 am.

Secretary,  
Nancy L. House,  
mhhouse1@gmail.com

## Harrison District Library 2015 Profit & Loss Budget vs. Actual January through December 2015

	Jan - Dec 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
271.000.403 District Millage			
City of Harrison	6,742.80	51,780.00	-45,037.20
Greenwood Township	13,493.67	40,112.00	-26,618.33
Hayes Township	38,962.56	99,522.00	-60,559.44
<b>Total 271.000.403 District Millage</b>	<b>59,199.03</b>	<b>191,414.00</b>	<b>-132,214.97</b>
271.000.539 State Aid	0.00	2,700.00	-2,700.00
271.000.655 Library fines	215.50	2,500.00	-2,284.50
271.000.664 Interest	0.00	200.00	-200.00
<b>271.000.671 Other Revenue</b>			
Copier fees	513.05	3,400.00	-2,886.95
Fax fees	438.50	2,700.00	-2,261.50
Miscellaneous	1,005.40	900.00	105.40
New Book Sales	241.85		
Nonresident fees	0.00	1,600.00	-1,600.00
USF - Phone/Internet rebate	545.62	2,000.00	-1,454.38
Video Rental	47.00	500.00	-453.00
<b>Total 271.000.671 Other Revenue</b>	<b>2,791.42</b>	<b>11,100.00</b>	<b>-8,308.58</b>
<b>271.000.675 Donations</b>			
Donation - misc	9.50	1,000.00	-990.50
Friends of the Library	0.00	100.00	-100.00
Memorial & Adopt-A-Book	0.00	100.00	-100.00
Summer Reading Program	0.00	900.00	-900.00
<b>Total 271.000.675 Donations</b>	<b>9.50</b>	<b>2,100.00</b>	<b>-2,090.50</b>
271.000.721 Penal Fines	0.00	75,000.00	-75,000.00
<b>Total Income</b>	<b>62,215.45</b>	<b>285,014.00</b>	<b>-222,798.55</b>
<b>Expense</b>			
<b>Building and Grounds</b>			
271.265.914 Insurance	2,608.00	2,750.00	-142.00
271.265.920 Sewer/Water	73.46	800.00	-726.54
271.265.921 Internet Service	629.99	1,000.00	-370.01
271.265.922 Telephone/Commun.	601.24	3,700.00	-3,098.76
271.265.923 Electric	1,033.62	7,000.00	-5,966.38
271.265.924 Heat/Gas	626.48	4,000.00	-3,373.52
<b>271.265.930 Maintenance</b>			
Waste Pickup	99.00	500.00	-401.00
Snow Removal	180.00	1,800.00	-1,620.00
Building Maintenance/Repair	752.11	2,500.00	-1,747.89
Janitorial Service	450.00	2,000.00	-1,550.00
Janitorial supplies	70.02	2,500.00	-2,429.98
<b>Total 271.265.930 Maintenance</b>	<b>1,551.13</b>	<b>9,300.00</b>	<b>-7,748.87</b>
<b>271.265.931 Equipment Maint.</b>			
Computer Software	609.23	2,500.00	-1,890.77
Computer Hardware	355.67	4,000.00	-3,644.33
Copier Maintenance	0.00	1,200.00	-1,200.00
<b>Total 271.265.931 Equipment Maint.</b>	<b>964.90</b>	<b>7,700.00</b>	<b>-6,735.10</b>
<b>Total Building and Grounds</b>	<b>8,088.82</b>	<b>36,250.00</b>	<b>-28,161.18</b>
<b>Governing Body</b>			
<b>271.101.702 Salaries &amp; wages</b>			
Ogg, Mary Jane	2,071.60	27,500.00	-25,428.40
Kellog, Angela	2,037.96	27,000.00	-24,962.04
Doyle, Courtney	722.16	13,350.00	-12,627.84
Hilton, Richard	981.00	15,000.00	-14,019.00

**Harrison District Library**  
**2015 Profit & Loss Budget vs. Actual**  
 January through December 2015

	Jan - Dec 15	Budget	\$ Over Budget
Spencer, Helaina	943.50	14,000.00	-13,056.50
Calkins, Connie	0.00	5,000.00	-5,000.00
<b>Total 271.101.702 Salaries &amp; wages</b>	<b>6,756.22</b>	<b>101,850.00</b>	<b>-95,093.78</b>
271.101.715 FICA	710.96	7,400.00	-6,689.04
271.101.716 Life Insurance	11.51	100.00	-88.49
271.101.718 Retirement	734.80	11,250.00	-10,515.20
271.101.720 Workers' Comp	0.00	500.00	-500.00
271.101.727 Office Supplies	340.06	3,000.00	-2,659.94
271.101.740 Operating supplies			
Book Processing	1.99		
Misc Supplies	0.00	2,000.00	-2,000.00
Marketing & Promotion	200.00	1,500.00	-1,300.00
Library Events	152.07	4,200.00	-4,047.93
<b>Total 271.101.740 Operating supplies</b>	<b>354.06</b>	<b>7,700.00</b>	<b>-7,345.94</b>
271.101.741 Postage/Delivery	0.00	3,000.00	-3,000.00
271.101.759 Sales/Use Tax	18.00	150.00	-132.00
271.101.861 Training and travel	0.00	2,200.00	-2,200.00
271.101.956 Reserve Fund	0.00	14,000.00	-14,000.00
271.101.957 Professional Fees			
Audit expense	0.00	3,950.00	-3,950.00
Erate Mgt Service	137.50	700.00	-562.50
Management/IT Services	0.00	54,000.00	-54,000.00
Legal Fees	99.00		
<b>Total 271.101.957 Professional Fees</b>	<b>236.50</b>	<b>58,650.00</b>	<b>-58,413.50</b>
271.101.958 Memberships			
VLC fees	1,222.00	7,800.00	-6,578.00
WPLC Membership	0.00	4,000.00	-4,000.00
Michigan Library Association	0.00	450.00	-450.00
Harrison Chamber of Commerce	0.00	200.00	-200.00
Misc Membership	0.00	45.00	-45.00
<b>Total 271.101.958 Memberships</b>	<b>1,222.00</b>	<b>12,495.00</b>	<b>-11,273.00</b>
271.101.962 Misc	160.84		
<b>Total Governing Body</b>	<b>10,544.95</b>	<b>222,295.00</b>	<b>-211,750.05</b>
<b>Library Materials</b>			
271.790.971 Books			
Books	1,082.86	9,000.00	-7,917.14
Memorial & Adopt-A-Book	0.00	0.00	0.00
Replacement [HCL & ILL]	43.94	200.00	-156.06
<b>Total 271.790.971 Books</b>	<b>1,126.80</b>	<b>9,200.00</b>	<b>-8,073.20</b>
271.790.973 Audio & EContent	0.00	7,700.00	-7,700.00
271.790.974 Youth Materials	786.16	6,000.00	-5,213.84
271.790.975 DVDs	33.15	1,000.00	-966.85
271.790.977 Subscriptions	635.49	2,569.00	-1,933.51
<b>Total Library Materials</b>	<b>2,581.60</b>	<b>26,469.00</b>	<b>-23,887.40</b>
<b>Total Expense</b>	<b>21,215.37</b>	<b>285,014.00</b>	<b>-263,798.63</b>
<b>Net Ordinary Income</b>	<b>41,000.08</b>	<b>0.00</b>	<b>41,000.08</b>
<b>Net Income</b>	<b>41,000.08</b>	<b>0.00</b>	<b>41,000.08</b>

**Harrison District Library**  
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271.000.655 Library fines	215.50	2,500.00	-2,284.50
271.000.664 Interest	0.00	200.00	-200.00
271.000.671 Other Revenue	2,791.42	11,100.00	-8,308.58
271.000.675 Donations	9.50	2,100.00	-2,090.50
271.000.721 Penal Fines	0.00	75,000.00	-75,000.00
<b>Total Income</b>	<u>62,215.45</u>	<u>285,014.00</u>	<u>-222,798.55</u>
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Building and Grounds	8,088.82	36,250.00	-28,161.18
Governing Body	10,544.95	222,295.00	-211,750.05
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<b>Total Expense</b>	<u>21,215.37</u>	<u>285,014.00</u>	<u>-263,798.63</u>
<b>Net Ordinary Income</b>	<u>41,000.08</u>	<u>0.00</u>	<u>41,000.08</u>
<b>Net Income</b>	<u><u>41,000.08</u></u>	<u><u>0.00</u></u>	<u><u>41,000.08</u></u>

## Harrison District Library

## Balance Sheet

As of February 20, 2015

	<u>Feb 20, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Chemical Bank Checking	70,403.59
Chemical Money Fund	200,232.06
Total Checking/Savings	<u>270,635.65</u>
Accounts Receivable	
Accounts receivable	357.71
Total Accounts Receivable	<u>357.71</u>
Other Current Assets	
Cash on hand	25.00
Prepaid expenses	4,537.69
Undeposited Funds	11.99
Total Other Current Assets	<u>4,574.68</u>
Total Current Assets	<u>275,568.04</u>
Other Assets	
Due from other governments	174,596.52
Total Other Assets	<u>174,596.52</u>
<b>TOTAL ASSETS</b>	<b><u>450,164.56</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-20.95
Total Accounts Payable	<u>-20.95</u>
Total Current Liabilities	<u>-20.95</u>
Total Liabilities	<u>-20.95</u>
Equity	
Fund Balance	72,159.85
Retained Earnings	337,025.58
Net Income	41,000.08
Total Equity	<u>450,185.51</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>450,164.56</u></b>

## Harrison District Library

## Check Detail

January 2015

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	5100	01/05/2015	City of Harrison1	Chemical Bank Ch...	-6.51
Bill	Unemplo...	01/02/2015		271.101.715 FICA	6.51
TOTAL					6.51
Bill Pmt -Check	5101	01/10/2015	Clare County Cleaver	Chemical Bank Ch...	-200.00
Bill	INV# 1261	01/10/2015		Marketing & Promot...	200.00
TOTAL					200.00
Bill Pmt -Check	5102	01/10/2015	Clare County Treasurer	Chemical Bank Ch...	-96.96
Bill	1/6/15 As...	01/10/2015		271.101.962 Misc	96.96
TOTAL					96.96
Bill Pmt -Check	5103	01/10/2015	Clear Rate Communications	Chemical Bank Ch...	-144.41
Bill	INV# 307...	01/10/2015		271.265.922 Teleph...	144.41
TOTAL					144.41
Bill Pmt -Check	5104	01/10/2015	Connie Calkins	Chemical Bank Ch...	-200.00
Bill	dec 2014...	01/10/2015		Janitorial Service	200.00
TOTAL					200.00
Bill Pmt -Check	5105	01/10/2015	Consumer's Energy	Chemical Bank Ch...	-565.04
Bill	Dec 201...	01/10/2015		271.265.923Electric	565.04
TOTAL					565.04
Bill Pmt -Check	5106	01/10/2015	Divideinconcord LLC.	Chemical Bank Ch...	-95.00
Bill	HDL Eve...	01/10/2015		Library Events	95.00
TOTAL					95.00
Bill Pmt -Check	5107	01/10/2015	DTE Energy	Chemical Bank Ch...	-257.01
Bill	01/16/15 ...	01/10/2015		271.265.924 Heat/...	257.01
TOTAL					257.01
Bill Pmt -Check	5108	01/10/2015	Elite Fund, Inc.	Chemical Bank Ch...	-137.50
Bill	INV# 3292	01/10/2015		Erate Mgt Service	137.50
TOTAL					137.50



**Harrison District Library**  
**Check Detail**  
 January 2015

Type	Num	Date	Name	Account	Original Amount
<b>Bill Pmt -Check</b>	<b>5109</b>	<b>01/10/2015</b>	<b>Gale Group</b>	<b>Chemical Bank Ch...</b>	<b>-114.70</b>
Bill	INV# 538...	01/10/2015		Books	46.48
Bill	INV# 538...	01/10/2015	Gale Group	Accounts Payable	-32.38
Bill	INV# 538...	01/10/2015		Books	68.22
<b>TOTAL</b>					<b>82.32</b>
<b>Bill Pmt -Check</b>	<b>5110</b>	<b>01/10/2015</b>	<b>Great Lakes Security</b>	<b>Chemical Bank Ch...</b>	<b>-124.50</b>
Bill	2nd Pay...	01/10/2015		Building Maintenan...	124.50
<b>TOTAL</b>					<b>124.50</b>
<b>Bill Pmt -Check</b>	<b>5111</b>	<b>01/10/2015</b>	<b>Ingram</b>	<b>Chemical Bank Ch...</b>	<b>-31.00</b>
Bill	INV# 824...	01/10/2015		Books	31.00
<b>TOTAL</b>					<b>31.00</b>
<b>Bill Pmt -Check</b>	<b>5112</b>	<b>01/10/2015</b>	<b>Mark Jager</b>	<b>Chemical Bank Ch...</b>	<b>-9.98</b>
Bill	1/8/14 Y...	01/10/2015		271.790.974 Youth ...	9.98
<b>TOTAL</b>					<b>9.98</b>
<b>Bill Pmt -Check</b>	<b>5113</b>	<b>01/10/2015</b>	<b>Nick Loomis</b>	<b>Chemical Bank Ch...</b>	<b>-350.00</b>
Bill	Internet r...	01/10/2015		271.265.921 Interne...	250.00
Bill	Reimbur...	01/10/2015		Computer Hardware	100.00
<b>TOTAL</b>					<b>350.00</b>
<b>Bill Pmt -Check</b>	<b>5114</b>	<b>01/10/2015</b>	<b>The Morning Sun</b>	<b>Chemical Bank Ch...</b>	<b>-312.00</b>
Bill	Sub 2015	01/10/2015		271.790.977 Subscr...	312.00
<b>TOTAL</b>					<b>312.00</b>
<b>Bill Pmt -Check</b>	<b>5115</b>	<b>01/10/2015</b>	<b>Valley Library Consortium</b>	<b>Chemical Bank Ch...</b>	<b>-1,222.00</b>
Bill	INV# 1-2...	01/10/2015		VLC fees	1,222.00
<b>TOTAL</b>					<b>1,222.00</b>
<b>Bill Pmt -Check</b>	<b>5116</b>	<b>01/10/2015</b>	<b>Verizon Wireless</b>	<b>Chemical Bank Ch...</b>	<b>-156.06</b>
Bill	INV# 973...	01/10/2015		271.265.922 Teleph...	156.06
<b>TOTAL</b>					<b>156.06</b>
<b>Bill Pmt -Check</b>	<b>5117</b>	<b>01/19/2015</b>	<b>Bloom Sluggett Morgan</b>	<b>Chemical Bank Ch...</b>	<b>-99.00</b>
Bill	INV# 135...	01/19/2015		Legal Fees	99.00
<b>TOTAL</b>					<b>99.00</b>

## Harrison District Library

## Check Detail

January 2015

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	5118	01/19/2015	BridgePort Public Library	Chemical Bank Ch...	-17.99
Bill	ILL Jan 2...	01/19/2015		Replacement [HCL ...	17.99
TOTAL					17.99
Bill Pmt -Check	5119	01/19/2015	CDWG	Chemical Bank Ch...	-864.90
Bill	INV# RR...	01/19/2015		Computer Software	609.23
Bill	INV# RQ...	01/19/2015		Computer Hardware	255.67
TOTAL					864.90
Bill Pmt -Check	5120	01/19/2015	Center Point Large Print	Chemical Bank Ch...	-88.68
Bill	INV# 125...	01/19/2015		Books	88.68
TOTAL					88.68
Bill Pmt -Check	5121	01/19/2015	City of Harrison1	Chemical Bank Ch...	-3.00
Bill	Jan 2015...	01/19/2015		271.265.920 Sewer/...	3.00
TOTAL					3.00
Bill Pmt -Check	5122	01/19/2015	Clare County Treasurer	Chemical Bank Ch...	-63.88
Bill	12/16/14 ...	01/19/2015		271.101.962 Misc	63.88
TOTAL					63.88
Bill Pmt -Check	5123	01/19/2015	Gale Group	Chemical Bank Ch...	-47.23
Bill	INV# 540...	01/19/2015		Books	47.23
TOTAL					47.23
Bill Pmt -Check	5124	01/19/2015	Harrison Lumber	Chemical Bank Ch...	-0.69
Bill	INV# 489...	01/19/2015		Building Maintenanc...	0.69
TOTAL					0.69
Bill Pmt -Check	5125	01/19/2015	Hoyt Library	Chemical Bank Ch...	-25.95
Bill	INV# H3	01/19/2015		Replacement [HCL ...	25.95
TOTAL					25.95
Bill Pmt -Check	5126	01/19/2015	Ingram	Chemical Bank Ch...	-971.55
Bill	INV# 828...	01/19/2015		Books	13.63
Bill	INV# 827...	01/19/2015		271.790.974 Youth ...	573.51
Bill	INV# 826...	01/19/2015		271.790.974 Youth ...	11.49
Bill	INV# 826...	01/19/2015		Books	361.87
Bill	INV# 826...	01/19/2015		Books	10.92
Bill	INV# 821...	01/19/2015		Book Processing	1.99
Bill	INV# 821...	01/19/2015		Books	8.67
TOTAL					982.08

## Harrison District Library

## Check Detail

January 2015

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	5127	01/19/2015	Owens Soft Water Inc.	Chemical Bank Ch...	-29.50
Bill	INV# 355...	01/19/2015		Building Maintenan...	29.50
TOTAL					29.50
Bill Pmt -Check	5128	01/19/2015	Thomas Sprague	Chemical Bank Ch...	-14.95
Bill	Stateme...	01/19/2015		Books	14.95
TOTAL					14.95
Bill Pmt -Check	5129	01/30/2015	Josh Lewandowski	Chemical Bank Ch...	-180.00
Bill	12/9/14-1...	01/30/2015		Snow Removal	180.00
TOTAL					180.00
Bill Pmt -Check	5131	01/30/2015	Mike Albertson	Chemical Bank Ch...	-475.00
Bill	Door hin...	01/30/2015		Building Maintenan...	475.00
TOTAL					475.00

## **Director's Report – January 2015**

### **125<sup>th</sup> Anniversary Historical Guide**

2016 will be the 125<sup>th</sup> anniversary of Harrison. Angie has a wonderful idea for HDL to print an updated historical guide so a follow-up to the Harrison centennial and home tour souvenir books printed in 1991. Angie has established a 125<sup>th</sup> committee to help come up with ideas and articles. I received an estimate from E&S Graphics for the cost of a full-color, magazine type booklet. We will then sell the souvenir book during the street fair in August of 2016. The idea will be to print around 400 copies of the booklet and sell them for approximately \$10.00 each. All the set up and design for the guide HDL can do in house. We only need to go out to print the final guide. As we get closer to figuring out the actual size, content and the guide we will have a better idea of the cost.

### **New Staff member:**

I'm extremely happy to welcome Sarah Moore to the library staff. I met Sarah 8 years ago when she was working at the Surrey Township Public Library. She is a graduate of the University of Michigan and lives in Farwell. She submitted her application when she saw our job posting on the Michigan Talent Bank. I was so happy when she applied. She is a great asset to our library team. Please be sure to introduce your self to her on your next visit to the library.

### **Parkhurst Brothers Publishing**

I stopped by for a visit with Mr. Parkhurst in Marion. We had a nice conversation about bringing in a story performer, Jim May, to Michigan in September. I told him I would look on our schedule and see exactly if it would be possible. I'm a little concern that the amount is rather high. He suggested that if we had 3-4 libraries to contribute \$700 each that would be enough to cover the costs. I told Mr. Parkhurst that I would connect with him by email and see if we could work out some type of event. The cost is my biggest concern. I need to learn more about Jim May.

# Harrison District Library - 2015 Usage Report

		Jan	Circulation		
Visitors (Building Use)		2012	Total	2014	YTD %
Total Circulation		2012	0	56794	0%
	<i>Adult Books</i>	1100	2012	33186	6%
	<i>Easy Books</i>	116	1100	14543	8%
	<i>Junior Books</i>	285	116	2591	4%
	<i>YA Books</i>	156	285	3657	8%
	<i>Periodicals</i>	154	156	2623	6%
	<i>Videos</i>	42	154	2146	7%
	<i>DVDs</i>	53	42	513	8%
	<i>Audiocassettes</i>	8	53	566	9%
	<i>CDS</i>	98	8	86	9%
	<i>Renewals</i>	279	98	1016	10%
	<i>Ebook Downloads/Audio</i>	76	279	3516	8%
Tumblebook downloads		63	76	952	8%
Children's Programs (# of progs)		7	63	911	7%
Children's Programs Attendance		154	7	109	6%
Teen Programs #		1	154	4479	3%
Teen Program Attendance		12	1	27	4%
Computer Use - Public Access		1090	12	212	6%
Wireless Usage		877	1090	12253	9%
Computer Classes		4	877	6636	13%
Computer Attendance		20	4	42	10%
ILL - borrow		166	20	178	11%
ILL - loan		164	166	2524	7%
ILL - Borrowed Melcat		59	164	2281	7%
ILL - Loaned Melcat		37	59	1005	6%
Reference			37	358	10%
New Patrons		36	0	1961	0%
			36	510	7%
<b>Service Area Circulation</b>					
Hayes Township		887	887	13043	7%
City of Harrison		320	320	5885	5%
Greenwood		339	339	3561	10%
Hatton Township		116	116	650	18%
Hamilton Township		56	56	1445	4%
Frost Township		139	139	1176	12%

**Old Business:** None

**New Business:**

**New Catalog arriving soon:**

VLC has been working very hard to implement the new Enterprise edition to our current online library catalog. (Attached are samples of our current catalog and the new Enterprise edition.) I have not selected a go live date for our profile. VLC is working through some bugs with the software.

We will make some minor adjustments to our Enterprise profile to make our catalog better match our website. We recently adjusted the color on our website from green to blue. The profile that VLC did for us was using the green background. We will have them update that to the current background from our website.

One of the nice features offered by Enterprise is the ability to search and download from our digital collection directly from our catalog without going to our Overdrive website.

**Amazon BUY it NOW catalog feature**

With the Enterprise interface we can elect to add a "Buy it Now" option to give patrons the ability to purchase a book through Amazon. There is now fee for us to implement this option. Amazon will then give HDL a small percentage of purchases that are made through the "Buy it Now" feature. The idea is that if a patron searches for a title that isn't available and they want to purchase the title it would be easy if the buy it now feature is set up for HDL.

I will also be asking VLC to implement our text and email notifications when we go live with our new online catalog.

## Current online catalog:

Horizon Information Portal

Log In My List - 0 Home

Popular Lists My Account

Horizon Community Library

Welcome to Valcat: The Harrison Community Library On-Line Catalog

Select an index, enter your search term(s) and click the 'go' button.

Search: GENERAL Keyword

Horizon Information Portal 3.23.1.6855

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## New Enterprise catalog:

vic.ent.sirsi.net

HARRISON LIB Harrison District Library Website

Log In | My Account | My Lists

Everything General Keyword Search

**Welcome**  
to the Harrison District Library online public access catalog!

**Use the search bar**

- for Keyword searches
- to restrict your search by material type with the first pulldown menu
- to specify author, title, subject, or format specific search using the second pulldown menu
- and get even more fine-grained details using the **Advanced Search** link on the far right

To get back to this page from any other location in our catalog, just press the  icon to the left of the search bar.

**Login to our catalog**  
Logging in to the catalog using your library card and PIN will allow you to:

- Place holds
- Renew items
- Manage your account
- Create lists
- Review your checkouts
- Check out and place holds on our downloadable ebooks

You can always search this public catalog without logging in.

**New York Times Best-Seller Lists - Hardcover Fiction**



Title: CRASH AND BURN  
Author: Lee Gardner  
ISBN: 9780586964880  
Rank (Last Week): 3 (Not Ranked)



**Harrison District Library**  
105 E. Main St  
PO BOX 380  
Harrison, MI 48826

Phone: 989-630-6711  
Fax: 989-630-6301

**Hours**  
Sunday: CLOSED  
Monday: 10am-7pm  
Tuesday thru Friday: 10am-8pm  
Saturday: 10am-2pm

**Michigan's 24/7 Library**



Thousands of full text magazines and newspapers available at no charge.

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**Secretary of State OnLine**



Save time by conducting your Secretary of State business online. They offer a number of options to make doing business with them faster and easier.

### 3. **Library Mission Review:**

It was several years ago that we approved a mission for the Library. I would like to consider spending a meeting or two to review our mission. I would like to recommend that we work with Jim Mishler, Woodview Learning Strategists, (and also Board President at PMDL) to walk us through the planning process. Jim using a planning process for non-profit organizations that is very quick and to the point, they also provides tools to making sure that events, programs, partnership we develop are in line with our mission. We are just finishing the process at PMDL. I found it very effective.