

**Mid-Michigan Library League**  
**Board of Trustees Meeting Minutes**  
**March 16, 2023**  
**Cadillac Wexford Public Library**  
**10:00 a.m.**

**Call to Order:** Diane Eisenga, Chair, called the meeting to order at 10:02 a.m.

**Call to Order:** Cindi Place (Group 1); Tracy Logan-Walker (Group 3); Diane Eisenga (Group 4); Eric Smith (Group 5); Lois Langenburg (Group 6), Valerie Church-McHugh (Group 7)

**Members Absent:** Debra Greenacre (Group 2); Sarah Welch (Group 8); Justine Peterson (Group 9)

**Also Present:** Jennifer Balcom, Director, MMLL

**Approval of Agenda:** M/S Place/Smith to approve the agenda.

**Approval of Minutes:** M/S Place/Langenburg to approve the minutes from Nov. 17, 2022 Board Meeting as amended. Valerie Church-McHugh was added as a member of the Finance Committee. Motion passed.

**Public Participation and Communications:** Member Place spoke for the Advisory Council noting that Tracy Logan-Walker had joined her as co-chair of the council. The AC is meeting once a month and recently changed the meeting date to the second Thursday of the month at 2 pm in response to a survey of library directors. Place also shared highlights from the Youth Committee Report. They are planning an in person meeting in May and have been discussing ideas for summer reading.

**Financial Report:** M/S Langenburg/Place to approve the purchase journals from 11/22, 12/22, 1/23, and 2/23. Roll Call: Place- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg-Aye, Church-McHugh- Aye

M/S Church-McHugh/Place to accept the Financial Reports for 11/22, 12/22, 1/23, and 2/23. The motion passed.

**Director's Report:** Director Balcom informed the board that the Library of Michigan is discontinuing small service grants and replacing them with grants of \$5,000-\$20,000. These grants are available to library co-ops for the first time. Director Balcom is brainstorming ideas for a co-op application and would welcome thoughts from the membership.

Mini-grants for the co-op have been restructured with two grant cycles a year, one in the fall and one in the spring. This first year of the change, grants will only be available in the spring.

Director Balcom attended her co-op director's training in Lansing and reported it was a positive and useful experience.

Advocacy Day is April 25, 2023. Director Balcom plans on attending in the capitol.

The Michigan High Speed Internet Office has expanded its listening tour and added a meeting in Cadillac on May 10, 4-6 pm at the Mackinaw Trail Middle School.

The Director is still waiting on information about this year's state aid.

The ECF grant has been renewed! Director Balcom continues to work with Elite Fund on managing the grant and devices. Six libraries in the co-op will only have funding through July and the Director is working with them on this process.

**Committee Reports:**

Finance: No meeting/report

Personnel: No meeting/report

**Old Business:**

The board discussed the 2022 Membership Survey results. Only three libraries failed to reply which was a very good response rate. Respondents noted that they were very interested in training on 'library leadership'. Discussions are ongoing in the Advisory Council on what specifically within this category the membership is interested in. Results are available on the MMLL website.

Chairperson Eisenga inquired about how a library gains full membership in the co-op. The Director said she would investigate the matter further.

The matter of the Rural Libraries Conference was raised. Place shared that the Michigan Library Association is considering adding a day to their annual conference to address the needs of small and rural libraries specifically. She also related that the conference planning committee has worked hard to ensure that the conference in total responds to the needs of these libraries.

**New Business:**

Personnel Policies:

Director Balcom noted that the Personnel Policies of MMLL could use a revision. She asked specifically for clarification of the policy on vacation accrual. The Personnel Committee agreed to meet to work on the revision after the policies have been submitted to Foster, Swift, and Collins.

The Finance Committee set their annual budget meeting for July 20, 10 am at the Mason District Library in Ludington.

Director Balcom also requested that the board consider revising the Plan of Service, specifically the number of meetings required in a year.

**Public Comment:** None

**Advisory Council Comments:** None

**Board Member Comments:**

**Adjournment:** The meeting adjourned by unanimous consent at 11:20 a.m.