

Mid-Michigan Library League
Board of Trustees Meeting Minutes
August 17, 2023
Cadillac Wexford Public Library
10:00 a.m.

Call to Order: Diane Eisenga, Chair, called the meeting to order at 10:04 a.m.

Call to Order: Cindi Place (Group 1); Amanda McLaren (Group 2); Tracy Logan-Walker (Group 3); Diane Eisenga (Group 4); Eric Smith (Group 5); Lois Langenburg (Group 6); Valerie Church-McHugh (Group 7); Sarah Welch (Group 8); Justine Peterson (Group 9)

Members Absent: None

Also Present: Jennifer Balcom, Director, MMLL

Approval of Agenda: The Co-op Director requested an amendment to the agenda. Added to New Business- Action Item: Health Care Resolution

M/S Logan-Walker/Place to approve the agenda as amended.

Approval of Minutes: M/S Place/Church-McHugh to approve the minutes from May 18, 2023 Board Meeting as amended. Motion passed.

Public Participation and Communications: Member Place spoke for the Advisory Council. The A.C. is seeing a regular attendance of 9-10 people per meeting. The Co-Chairs would like to see a higher attendance rate than this. The Co-Chairs will speak briefly at the Annual Meeting about the benefits of attendance and they will encourage co-op members to attend.

Group 1 Representative Place mentioned her up-coming retirement. She has chosen not to re-up her term and has been reaching out to libraries in her group to find a replacement for her seat. She also mentioned the need to encourage library trustees to join the MMLL board.

Financial Report: M/S Place/Peterson to approve the purchase journals from 5/23, 6/23, 7/23.

Roll Call: Place- Aye; McLaren- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg-Aye, Church-McHugh- Aye, Welch-Aye, Peterson- Aye

M/S Smith/Place to accept the Financial Reports for 5/23, 6/23, 7/23. The motion passed.

Director's Report: Director Balcom informed the board that state aid payments have been completed. Invoices to member libraries will go out today.

The Director has been working on renewals for various services including Swank movies licences, and Book page. The Director noted most services have gone up in price.

The Director has also visited several member libraries this summer.

Committee Reports:

Finance: The finance committee met in Ludington in July to discuss the upcoming budget. More information on the proposed budget can be found under "8. Old Business"

Personnel: Proposed revisions to the personnel policy are with the co-op lawyer. The draft should be available for voting at the September meeting.

Old Business:

Annual Luncheon Meeting: Thom Fladung of Hennes Communication will be the key note speaker. He will share tips on dealing with controversy and crisis through social media, traditional media, and other forms of communication. The format of the meeting has been changed slightly. In addition to poster sessions, four round table discussions will be included in the morning on topics like Youth Programs, Adult Programs, Continuing Education, and Marketing. The committee is looking for volunteers to help facilitate round tables.

Draft Budget: While the MMLL Board had explored the idea of not renewing the EAP, there were some issues with the contract. The service will continue for another budget year but will not be renewed further. The Director mentioned that the co-op office printer is reaching it's end of life. She is exploring options to purchase a new machine with a service contract. Small potential changes to the budget include \$2,000 to purchase new Maker's Space items, an increase in grant money to accommodate the new two cycle process, and an increase in personnel costs in line with a cost-of-living adjustment, and the anticipation of increased costs for the annual audit. The Director also noted that the turn around time for reimbursement on ECF grant money has improved and this is affecting the budget as well.

Plan of Service: The Director anticipates no significant changes to the Plan of Service this year beyond those discussed at previous meetings.

New Business:

The Director related that the Board needs to pass a resolution every year to adopt the appropriate health coverage option.

M/S Place/Logan-Walker moved to adopt the Board Resolution to Adopt a health Coverage Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act.

Roll Call: Place- Aye; McLaren- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg-Aye, Church-McHugh- Aye, Welch-Aye, Peterson- Aye

Public Comment: None

Advisory Council Comments: None

Board Member Comments:

Adjournment: The meeting adjourned by unanimous consent at 10:50 a.m.