

Mid-Michigan Library League
Board of Trustees Meeting Minutes
September 21, 2023
Blackmer Lodge, Caberfae Resort
1:00 p.m

Call to Order: Diane Eisenga, Chair, called the meeting to order at 1 p.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); Sarah Welch (Group 8); Justine Peterson (Group 9)

Members Absent: Valerie Church-McHugh (Group 7)

Also Present: Jennifer Balcom, Director, MMLL, Manistee County Library Interim Director, Julie Cirone

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

Approval of Minutes: M/S Langenburg/Place to approve the minutes from Aug. 17, 2023 Board Meeting. Motion passed.

Public Participation and Communications: There was no public participation.

The Advisory Council did not meet in September. There was no report from the A.C.

Financial Report: M/S Place/Langenburg to approve the purchase journals from 8/23.

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

M/S Lagenburg/Smith to accept the Financial Reports for 8/23. The motion passed.

Director's Report: Director Balcom informed the board that a draft of the new Personnel Policy will be available at the next board meeting.

Four or five small libraries in the co-op have been struggling with township contract issues. The director has been busy advising them.

The Director has good things to report about the continuing efforts of the Co-op directors.

Committee Reports:

There were no committee reports at this time.

Old Business:

M/S Logan-Walker/Place to enter into the Budget Hearing. Motion passed.

The Director noted that some small changes had been made to the 2024 from the previous year's budget. These changes included: a small increase in Travel and Education, Mini-Grants for members, and Health Insurance due to rising costs. \$2,000 has been assigned in the new budget for additional Maker's Space items. A 2.7% COLA increase is included under staffing costs. The Director also noted that the lease for the MMLL offices was up this year and that the League's copy machine needs to be replaced.

M/S Langenburg/Place to approve the proposed Budget for 2024.

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

M/S Place/Logan-Walker moved to exit the Budget Hearing. Motion Passed.

M/S Place/Smith moved to accept the Plan of Service for 2024. Motion Passed.

New Business:

M/S Place/Langenburg moved to approve the 2024 Holiday and Board Meeting Schedule as amended. Motion Passed. Note: the new board meeting schedule reflects the change to the plan of service of five board meetings a year, rather than the previous six.

The Director presented a new MOU with Emergency Geek. The new MOU reduces the amount of guaranteed hours from 125 per fiscal year to 100 hours per fiscal year. Logan-Walker recused herself from the discussion.

M/S Langenburg/Place moved to approve the new Emergency Geek MOU. Logan-Walker recused herself from the vote. Motion Passed.

The Director presented two proposals from Applied Innovation to replace the defunct MMLL office copy machine. The board discussed the merits of purchasing versus leasing.

M/S Place/Peterson moved to purchase a new copy machine for the MMLL offices for \$1,446.58. Motion Passed.

Public Comment: Julie Cirone of the Manistee County Library relayed to the board the kindness and patience co-op members have shown her as she has reached out for assistance in her position as Interim Director.

Advisory Council Comments: Member Place discussed the A.C.'s continuing efforts to encourage attendance. The possibility of an in person meeting once a year was discussed. Member Place also communicated to the board that she is glad to continue co-chairing the Council until her retirement in May 2024.

Board Member Comments: Member Place noted that Mary Peterson of Glen Lake Library had agreed to take over the Group 1 position going forward. Group 8 will need to replace Sarah Welch as a representative.

A follow up survey to the Luncheon will be offered via email.

Member Welch suggested that next year's Luncheon include a section to recognize staff and board excellence among the League libraries. Possibly some kind of award.

Adjournment: The meeting adjourned by unanimous consent at 2:15 p.m.