

**Mid-Michigan Library League
Board of Trustees Meeting Minutes**

September 15, 2022

Caberfae Peaks Ski Resort

1:45 p.m.

Call to Order: With a quorum present, Diane Eisenga, Chair, called the meeting to order at 1:45 p.m.

Call to Order: Cindi Place (Group 1); Debra Greenacre (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); Patty Rockafellow (Group 9)

Members Absent: None

Also Present: Sheryl Mase, Director, MMLL; Jennifer Balcom, Incoming Director, MMLL

Approval of Agenda: M/S Place/Rockafellow to approve the agenda. The motion passed.

Approval of Minutes: M/S Smith/Greenacre to approve the minutes from Aug. 18, 2022 Board Meeting. Sarah Welch mentioned a misspelling of her name which will be corrected. Motion passed.

Public Participation and Communications: Sarah Welch, chair of the Youth Services Committee suggested that the Youth Services Committee report be added under 'Public Participation and Communications'. This raised the matter of adding other subcommittees of the Advisory Board to the agenda, including the E-Resources Committee. After some discussion, the board agreed to keep the written agenda as is but to make sure to ask for comment from subcommittees at this time.

Financial Report: M/S Church-McHugh/Place to approve the purchase journals from 8/22. Roll Call: Place- Aye; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye; Rockafellow-Aye

M/S Place/Greenacre to accept the Financial Reports for 8/22. The motion passed.

Director's Report: Current Director Mase reported that the transition to the next co-op Director, Jennifer Balcom, has begun. They have been in communication and are planning meetings in Cadillac. The audit will be completed before Director Mase has retired.

Director Mase pointed out that four libraries in the co-op did not meet the full requirements for State Aid this year. She also pointed out that a link was made available by the Library of Michigan, and announced via michlib-l and the Friday LM Zoom meeting, that allows a search for information on how state aid is calculated for any library in the state ([public library computation form](#)). Also, the Library of Michigan is working to provide more support for libraries attempting to re-negotiate or enforce township contracts.

The Director noted that three board members would be up for term renewal at the end of the year including Group 6 (Lois Langenburg), Group 4 (Diane Eisenga), and Group 7 (Valerie Church-McHugh).

These board members agreed to approach their groups and make sure all the libraries in their areas supported a renewal of their terms. Patty Rockafellow announced that she will be retiring from her library in the spring of 2023 and that she would like to resign from the board as soon as possible. She will contact the libraries in her group about who would like to take over the board position.

Director Mase reminded the board that officer elections should be held at the November meeting.

Committee Reports:

Finance: No meeting/report

Personnel: No meeting/report

Old Business:

M/S Langenburg/Place to accept the 2023 Mid-Michigan Library League Annual Budget as presented. Roll Call: Place- Aye; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye; Rockafellow-Aye

M/S Rockafellow/Smith to approved the 2023 Mid-Michigan Library League Plan of Service as presented. Roll Call: Place- Abstain; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye; Rockafellow-Aye

Director Mase noted that in 2022 the board added Legal Assistance to core services. She also advised that board that many co-ops are examining their plans of service and that this is an option for the MMLL board in the future.

New Business:

M/S Logan-Walker/Smith to approve the final budget amendment request for the 2022 Mid-Michigan Library League Budget. Roll Call: Place- Aye; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye; Rockafellow-Aye

M/S Smith/Greenacre to approve the stipend request of \$2,000 for future co-op Director Balcom to purchase a laptop. Roll Call: Place- Aye; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye; Rockafellow-Aye

FY23 Holiday and Meeting Schedule: Sarah Welch (Group 8) asked whether Juneteenth had been added to the holiday schedule. Director Mase replied that Juneteenth must be added to the personnel policy list of approved holidays before the holiday and meeting schedule can be changed.

M/S Church-McHugh/Rockafellow to approved the 2023 Mid-Michigan Holiday and Meeting Schedule as presented. The motion passed.

Public Comment: None

Advisory Council Comments: None

Board Member Comments: None

Adjournment: The meeting adjourned by unanimous consent at 2:35 p.m.