



MMLL Board Packet  
March 18, 2021

1. Agenda
2. Draft minutes from January 21, 2021 meeting
3. Transactions (purchase journals) for January and February 2021
4. Income/expenditure statements and balance sheets for January and February 2021
5. Director's report for March 2021
6. ALA summary of the American Recovery Plan Act funding for libraries
7. Policies for MMLL – see them online at <https://www.mml.org/about-us/policies>
8. Draft lease for MMLL office, to begin May 1, 2021 [if available]



Mid-  
Michigan  
Library  
League  
[www.mml.org](http://www.mml.org)

## Board of Trustees Meeting

**March 18, 2021, 10:00 a.m.**

via

**ZOOM Videoconference**

<https://bit.ly/36niSRZ>

**Password: MMLL**

Type of Meeting: Regular Meeting of the Board

**ONLINE:** <https://bit.ly/36niSRZ> **Password: MMLL**

**OR, call (312) 626-6799 Meeting ID: 874 5900 0596; Passcode: 481282**

Mid-Michigan Library League Board of Trustees meetings are held in accordance with the Open Meetings Act.  
All interested public, member library staff and Board members are cordially invited and encouraged to attend.

\*\*\*Please let us know in advance if you require any special interpretation needs. (231) 775-3037

### ***Draft Agenda***

1. Call to Order – Chair, Eric Smith	Roll call
2. Approval of agenda	Action Item: Approve agenda
3. Approval of minutes	Action Item: Approve minutes from 1-21-21 Board meeting
4. Public participation and communications	Advisory Council report (as needed)
5. Financial report	Action Item: Approve purchase journals for January and February 2021 (roll call) Action Item: Accept financial reports (income statements, balance sheets) for January and February 2021
6. Director's report	Information Items: Increased funding for the IMLS; Advocacy Day April 20 <sup>th</sup> ; Grant program commitments; New government chart of accounts
7. Committees: Finance Personnel	Finance: No meeting/report Personnel: No meeting/report
8. Old business	Discussion Item: Policies – existing policies need review and updating. How shall we proceed (committee? Order of priority?) Action Item: Inform Director of preferred process
9. New business	Discussion Item: Review new lease for office Action Item: Approve signing of new lease May 1, 2021 (three-year term with a one-year option to extend)
10. Public comment	
11. Additional Advisory Council comments	
12. Board member comments	Information Item: news from the groups?
13. Adjournment	

#### *~Next Meeting~*

**Thursday, May 20, 2021 at the Cadillac Wexford Public Library, 411 South Lake Street, Cadillac, MI 49601**  
or, via Zoom if COVID-19 restrictions are still in place.

*Mid-Michigan Library League, 201 N. Mitchell, Suite 302, Cadillac, MI 49601 Phone: 231-775-3037*

**Mid-Michigan Library League  
Board of Trustees Meeting Minutes  
January 21, 2021  
ZOOM Videoconference  
10:00 a.m.**

**Call to Order:** With a quorum present, Eric Smith, Chair, called the meeting to order at 10:05 a.m.

**Members Present:** Cindi Place (Group 1); Debra Greenacre (Group 2); Diane Eisenga (Group 4); Eric Smith (Group 5); Lois Langenburg (Group 6); Valerie Church-McHugh (Group 7); Sarah Welch (Group 8); Patty Rockafellow - Joined the meeting at 10:20 a.m. (Group 9)

**Members Absent:** Emily Thompson (Group 3)

**Also Present:** Sheryl Mase, MMLL Director

**Approval of Agenda:** M/S Eisenga/Place to approve the agenda. Roll Call: Greenacre: Aye; Eisenga - Aye; Smith - Aye; Langenburg - Aye; Church-McHugh - Aye; Welch - Aye; Place - Aye. Motion passed.

**Approval of Minutes:** M/S Place/Greenacre to approve the minutes of November 19, 2020. Roll Call: Eisenga - Aye; Smith - Aye; Langenburg - Aye; Church-McHugh - Aye; Welch - Aye; Place - Aye; Greenacre - Aye. Motion passed.

**Public Participation:** Cindi Place reported that the Advisory Council met on December 29, 2020 and discussed the following:

- State Aid report deadline reminder
- Virtual programming ideas
- Grant reminder
- Decision to hold Advisory Council meetings every two weeks: the 2nd Tuesday of the month at 10 a.m. for an informal chat and the 4th Tuesday of the month as a formal meeting.
- Preference for continuing to maintain a physical office space for MMLL

**Financial Reports:** M/S Place/Langenburg to approve the Purchase Journals for November/December 2020. Roll Call: Smith - Aye; Langenburg - Aye; Church-McHugh - Aye; Welch - Aye; Place - Aye; Greenacre - Aye; Eisenga - Aye. Motion passed.

M/S Place/Eisenga to approve the Income Statements and Balance Sheets for November/December 2020. Roll Call: Langenburg - Aye; Church-McHugh - Aye; Welch - Aye; Rockafellow - Aye; Place - Aye; Greenacre - Aye; Eisenga - Aye; Smith - Aye. Motion passed.

**Director's Report:** Sheryl highlighted her work to simplify the newsletter format; the Trustee mailing that went out in November describing the services of the cooperative; and the infrequent need for technical services so far this year.

**Committee Reports:**

Finance: No report.

Personnel: No report.



**Old Business:** M/S Rockafellow/Place to have the director renew the lease for office space.  
Roll Call: Church-McHugh - Aye; Welch - Aye; Rockafellow - Aye; Place - Aye; Greenacre - Aye; Eisenga - Aye; Smith - Aye; Langenburg - Aye. Motion passed.

**New Business:** Sheryl asked the board to think about creating a Strategic Plan and a Succession Plan for MMLL. She will ask other cooperatives for sample strategic plans that we can use to jump start our thinking. Cindi Place will ask the Advisory Council for ideas/input as guidance for the plan. She will also contact the person who led their strategic planning sessions if the board wants to utilize an outside source.

Sheryl will review MMLL's policies and bring any that need to be updated to the board.

**Public Comment:** None

**Additional Advisory Council Comments:** None

**Board Member Comments:** Cindi Place reminded the board of the new cycle of CARES grant money that is available.

**Adjournment:** M/S Place/Eisenga to adjourn the meeting at 10:53 a.m. Motion passed.

**Next Meeting:** March 18, 2021 at 10:00 a.m.

# Mid-Michigan Library League Transaction List by Vendor

January 2021

Type	Date	Memo	Account	Split	Amount
<b>BAIRD COTTER AND BISHOP</b>					
Bill	01/20/2021	Payroll service fo...	2000 · Accounts Payable	8030 · Financial S...	-165.00
Bill	01/22/2021	1099 Prep for 2020	2000 · Accounts Payable	8030 · Financial S...	-75.00
Bill Pmt -Check	01/29/2021		1000 · CashChecking Fif...	2000 · Accounts P...	-240.00
<b>BELLAIRE PUBLIC LIBRARY (1)</b>					
Bill	01/26/2021	mini grant for bo...	2000 · Accounts Payable	8603 · Grants to ...	-250.00
Bill Pmt -Check	01/26/2021	mini grant for bo...	1000 · CashChecking Fif...	2000 · Accounts P...	-250.00
<b>Blue care Network</b>					
Bill	01/15/2021	Coverage 2/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-863.54
Bill Pmt -Check	01/15/2021	Coverage 2/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-863.54
<b>Charter Business</b>					
Bill	01/01/2021	Service 12/31/20...	2000 · Accounts Payable	8500 · Telephone	-113.66
Bill Pmt -Check	01/01/2021	8245-12-203-016...	1000 · CashChecking Fif...	2000 · Accounts P...	-113.66
<b>CONSUMERS ENERGY</b>					
Bill	01/12/2021	Service 12/14/20...	2000 · Accounts Payable	8550 · Utilities	-50.00
Bill Pmt -Check	01/12/2021	Service 12/14/20...	1000 · CashChecking Fif...	2000 · Accounts P...	-50.00
<b>Delta Dental</b>					
Bill Pmt -Check	01/12/2021	Coverage 2/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-32.04
Bill	01/20/2021	Coverage 2/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-32.04
<b>Ms. Green</b>					
Bill Pmt -Check	01/01/2021	Service January ...	1000 · CashChecking Fif...	2000 · Accounts P...	-54.00
Bill	01/07/2021	Service January ...	2000 · Accounts Payable	9300 · Repairs an...	-54.00
<b>OCH LLC</b>					
Bill Pmt -Check	01/12/2021		1000 · CashChecking Fif...	2000 · Accounts P...	-699.06
Bill	01/20/2021		2000 · Accounts Payable	9400 · Rent	-699.06
<b>Office Depot</b>					
Check	01/05/2021	small sticky notes	1000 · CashChecking Fif...	7400 · Operating ...	-17.98
<b>OverDrive</b>					
Bill	01/01/2021	Overdrive for Ja...	2000 · Accounts Payable	9800 · Payment fo...	-73,536.45
Bill Pmt -Check	01/29/2021	Overdrive for Ja...	1000 · CashChecking Fif...	2000 · Accounts P...	-73,536.45
<b>Richland Township Library</b>					
Bill	01/25/2021	Grant for hotspots	2000 · Accounts Payable	8603 · Grants to ...	-1,000.00
Bill Pmt -Check	01/29/2021	Grant for hotspots	1000 · CashChecking Fif...	2000 · Accounts P...	-1,000.00
<b>Small Business Association of Michigan</b>					
Bill Pmt -Check	01/01/2021	Coverage 2/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-76.99
Bill	01/13/2021	Coverage 2/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-76.99

**Mid-Michigan Library League  
Transaction List by Vendor  
February 2021**

Type	Date	Memo	Account	Split	Amount
<b>BAIRD COTTER AND BISHOP</b>					
Bill	02/19/2021	Payroll service fo...	2000 · Accounts Payable	8030 · Financial S...	-170.00
Bill Pmt -Check	02/19/2021	Payroll service fo...	1000 · CashChecking Fif...	2000 · Accounts P...	-170.00
<b>Blue care Network</b>					
Bill	02/11/2021	Coverage 3/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-863.54
Bill Pmt -Check	02/11/2021	Coverage 3/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-863.54
<b>Charter Business</b>					
Bill	02/03/2021	Service 1/31/21-...	2000 · Accounts Payable	8500 · Telephone	-113.66
Bill Pmt -Check	02/03/2021	8245-12-203-016...	1000 · CashChecking Fif...	2000 · Accounts P...	-113.66
<b>CONSUMERS ENERGY</b>					
Bill	02/16/2021	Service 1/13/21-...	2000 · Accounts Payable	8550 · Utilities	-52.35
Bill Pmt -Check	02/17/2021	Service 1/13/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-52.35
<b>Delta Dental</b>					
Bill	02/23/2021	Coverage 3/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-32.04
Bill Pmt -Check	02/24/2021	Coverage 3/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-32.04
<b>Emergency Geek</b>					
Bill	02/15/2021	tech support for ...	2000 · Accounts Payable	8017 · Information...	-163.90
Bill Pmt -Check	02/24/2021	81-3215588 (tax ...	1000 · CashChecking Fif...	2000 · Accounts P...	-163.90
<b>Leland Township Library (1)</b>					
Bill	02/17/2021	grant for Writing ...	2000 · Accounts Payable	8603 · Grants to ...	-200.00
Bill Pmt -Check	02/17/2021	grant for Writing ...	1000 · CashChecking Fif...	2000 · Accounts P...	-200.00
<b>MCBAIN COMMUNITY LIBRARY (1)</b>					
Bill	02/17/2021	Grant for New co...	2000 · Accounts Payable	8603 · Grants to ...	-1,000.00
Bill Pmt -Check	02/17/2021	Grant for New co...	1000 · CashChecking Fif...	2000 · Accounts P...	-1,000.00
<b>MUNICIPAL EMPLOYEE RETIRMENT SYSTEM</b>					
Bill	02/17/2021	MERS for Januar...	2000 · Accounts Payable	7030 · Fringe ben...	-1,448.62
Bill Pmt -Check	02/17/2021	MERS for Januar...	1000 · CashChecking Fif...	2000 · Accounts P...	-1,448.62
Bill	02/23/2021	MERS for Feb 2...	2000 · Accounts Payable	7030 · Fringe ben...	-1,448.62
Bill Pmt -Check	02/24/2021	MERS for Feb 2...	1000 · CashChecking Fif...	2000 · Accounts P...	-1,448.62
<b>OCH LLC</b>					
Bill	02/20/2021		2000 · Accounts Payable	9400 · Rent	-699.06
Bill Pmt -Check	02/24/2021		1000 · CashChecking Fif...	2000 · Accounts P...	-699.06
<b>SHELBY AREA DISTRICT LIBRARY (1)</b>					
Bill	02/23/2021	Grant for All-in-o...	2000 · Accounts Payable	8603 · Grants to ...	-330.00
Bill Pmt -Check	02/24/2021	Grant for All-in-o...	1000 · CashChecking Fif...	2000 · Accounts P...	-330.00
<b>Small Business Association of Michigan</b>					
Bill	02/16/2021	Coverage 3/1/21-...	2000 · Accounts Payable	7030 · Fringe ben...	-76.99
Bill Pmt -Check	02/17/2021	Coverage 3/1/21-...	1000 · CashChecking Fif...	2000 · Accounts P...	-76.99
<b>White Pine District Library (1)</b>					
Bill	02/17/2021	Grant for Die cutt...	2000 · Accounts Payable	8603 · Grants to ...	-418.00
Bill Pmt -Check	02/17/2021	Grant for Die cutt...	1000 · CashChecking Fif...	2000 · Accounts P...	-418.00

**Mid-Michigan Library League**  
**Revenues, Expenditures and Changes in Net Position**  
**For Month Ending January 31, 2021**

	Current Month Actual	Year to date Actual	Total Budget for Year	Remaining Budget	% of Budget
<b>Revenues</b>					
5390 · Indirect state aid	0	0	112,605	-112,605	0.00%
5400 · Interest income	7	30	500	-471	5.90%
5500 · Reimbursements From Other Govt	76,637	79,644	85,000	-5,356	93.70%
5600 · Miscellaneous Income	0	0	0	0	0.00%
5800 · Direct State Aid	0	0	167,719	-167,719	0.00%
5850 · Workshops/Training Fees	0	0	300	-300	0.00%
<b>Total Income</b>	<b>76,644</b>	<b>79,674</b>	<b>366,124</b>	<b>-286,450</b>	
<b>Expense</b>					
<b>Personnel Services</b>					
7020 · Salaries and Wages	6,457	28,899	84,530	-55,631	34.19%
7030 · Fringe benefits	973	8,916	31,450	-22,534	28.35%
7110 · Employer Social Security	400	1,792	5,241	-3,449	34.19%
7120 · Employer Medicare	94	419	1,226	-807	34.18%
<b>Subtotal Personnel</b>	<b>7,923</b>	<b>40,025</b>	<b>122,447</b>	<b>-82,422</b>	
<b>Supplies</b>					
7270 · Postage UPS		216	300	-84	71.87%
7400 · Operating Supplies	18	146	600	-454	24.32%
9780 · Maker Kits	0	0	1,500	-1,500	0.00%
9810 · Periodicals	-24	120	120	0	100.00%
9830 · AudioVisual	0	7,500	14,552	-7,052	51.54%
9870 · Computer Software	0	0	375	-375	0.00%
<b>Subtotal Supplies</b>	<b>-6</b>	<b>7,982</b>	<b>17,447</b>	<b>-9,465</b>	
<b>Services &amp; Other Charges</b>					
8010 · RIDES	6,818	27,273	82,434	-55,161	33.09%



	Current Month Actual	Year to date Actual	Total Budget for Year	Remaining Budget	% of Budget
8017 · Information Systems/Computers	0	755	5,500	-4,745	13.73%
8030 · Financial Services	240	4,835	6,190	-1,355	78.11%
8300 · Dues	0	300	1,200	-900	25.00%
8500 · Telephone	114	381	1,200	-819	31.71%
8550 · Utilities	50	223	1,000	-777	22.29%
8600 · Travel and Conferences	0	50	7,000	-6,950	0.72%
8602 · Workshops	0	0	1,000	-1,000	0.00%
8603 · Grants to Member Libraries	1,250	1,250	23,000	-21,750	5.44%
9100 · Insurance	0	0	2,500	-2,500	0.00%
9110 · Copier Lease	0	0	300	-300	0.00%
9300 · Repairs and Maintenance	54	54	500	-446	10.80%
9400 · Rent	699	3,495	8,393	-4,898	41.65%
9500 · Bank Service Charges	1	3	0	3	100.00%
9550 · Bad Debts	0	0	0	0	0.00%
9560 · Contingency/Misc	0	0	13	-13	0.00%
9800 · Payment for Others	79,588	101,298	85,000	16,298	119.17%
66900 Reconciliation Discrepancies	196	196			
<b>Subtotal Services &amp; Other</b>	<b>89,010</b>	<b>140,113</b>	<b>225,230</b>	<b>-85,313</b>	
<b>Capital Outlay &amp; Social Projects</b>					
9050 · Equipment	0	0	1,000	-1,000	0.00%
<b>Subtotal Capital Outlay</b>	<b>96,927</b>	<b>188,120</b>	<b>366,124</b>	<b>-178,200</b>	
<b>Total Expense</b>	<b>-20,282</b>	<b>-108,446</b>	<b>0</b>	<b>-108,446</b>	
<b>Net Income</b>					



## Mid-Michigan Library League

## Balance Sheet

As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · CashChecking Fifth Third	2,548.80
1030 · CashSavings Fifth Third3088	175,666.63
Total Checking/Savings	178,215.43
Accounts Receivable	
1600 · Accounts Receivable	16,703.26
Total Accounts Receivable	16,703.26
Total Current Assets	194,918.69
Other Assets	
1400 · Prepaid Expense	30,522.79
Total Other Assets	30,522.79
<b>TOTAL ASSETS</b>	<b>225,441.48</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Federal Withholding	-814.38
2110 · FICA Withholding	407.19
2120 · Medicare Withholding	407.19
2130 · State Withholding	230.59
2400 · Accrued Wages	2,516.72
2410 · Accrued FICA	156.03
2420 · Accrued Medicare	36.50
Total Other Current Liabilities	2,939.84
Total Current Liabilities	2,939.84
Total Liabilities	2,939.84
Equity	
3000 · Net Position	309,300.43
32000 · Retained Earnings	21,647.31
Net Income	-108,446.10
Total Equity	222,501.64
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>225,441.48</b>

**Mid-Michigan Library League**  
**Revenues, Expenditures and Changes in Net Position**  
**For Month Ending February 28, 2021**

	Current Month Actual	Year to date Actual	Total Budget for Year	Remaining Budget	% of Budget
<b>Revenues</b>					
5390 · Indirect state aid	0	0	112,605	-112,605	0.00%
5400 · Interest income	5	35	500	-465	6.96%
5500 · Reimbursements From Other Govt	0	79644	85,000	-5,356	93.70%
5600 · Miscellaneous Income	196	196	0	196	100.00%
5800 · Direct State Aid	0	0	167,719	-167,719	0.00%
5850 · Workshops/Training Fees	0	0	300	-300	0.00%
<b>Total Income</b>	<b>201</b>	<b>79875</b>	<b>366,124</b>	<b>-286,249</b>	
<b>Expense</b>					
<b>Personnel Services</b>					
7020 · Salaries and Wages	6374	35273	84,530	-49,257	41.73%
7030 · Fringe benefits	3870	12786	31,450	-18,664	40.65%
7110 · Employer Social Security	395	2187	5,241	-3,054	41.73%
7120 · Employer Medicare	92	511	1,226	-715	41.72%
<b>Subtotal Personnel</b>	<b>10732</b>	<b>50757</b>	<b>122,447</b>	<b>-71,690</b>	
<b>Supplies</b>					
7270 · Postage UPS		216	300	-84	71.87%
7400 · Operating Supplies	0	146	600	-454	24.32%
9780 · Maker Kits	0	0	1,500	-1,500	0.00%
9810 · Periodicals	0	120	120	0	100.00%
9830 · AudioVisual	0	7500	14,552	-7,052	51.54%
9870 · Computer Software	0	0	375	-375	0.00%
<b>Subtotal Supplies</b>	<b>0</b>	<b>7982</b>	<b>17,447</b>	<b>-9,465</b>	
<b>Services &amp; Other Charges</b>					
8010 · RIDES	6818	34092	82,434	-48,342	41.36%

	Current Month Actual	Year to date Actual	Total Budget for Year	Remaining Budget	% of Budget
8017 · Information Systems/Computers	164	919	5,500	-4,581	16.71%
8030 · Financial Services	170	5005	6,190	-1,185	80.86%
8300 · Dues	0	300	1,200	-900	25.00%
8500 · Telephone	114	494	1,200	-706	41.18%
8550 · Utilities	52	275	1,000	-725	27.53%
8600 · Travel and Conferences	0	50	7,000	-6,950	0.72%
8602 · Workshops	0	0	1,000	-1,000	0.00%
8603 · Grants to Member Libraries	1948	3198	23,000	-19,802	13.90%
9100 · Insurance	0	0	2,500	-2,500	0.00%
9110 · Copier Lease	0	0	300	-300	0.00%
9300 · Repairs and Maintenance	0	54	500	-446	10.80%
9400 · Rent	699	4194	8,393	-4,199	49.98%
9500 · Bank Service Charges	-1	2	0	2	100.00%
9550 · Bad Debts	0	0	0	0	0.00%
9560 · Contingency/Misc	0	0	13	-13	0.00%
9800 · Payment for Others	6051	107349	85,000	22,349	126.29%
66900 Reconciliation Discrepancies		196			
<b>Subtotal Services &amp; Other</b>	<b>16015</b>	<b>156129</b>	<b>225,230</b>	<b>-69,297</b>	
<b>Capital Outlay &amp; Social Projects</b>					
9050 · Equipment	0	0	1,000	-1,000	0.00%
<b>Subtotal Capital Outlay</b>	<b>26747</b>	<b>214867</b>	<b>366,124</b>	<b>-151,453</b>	
<b>Total Expense</b>	<b>-26546</b>	<b>-134992</b>	<b>0</b>	<b>-134,992</b>	
<b>Net Income</b>					



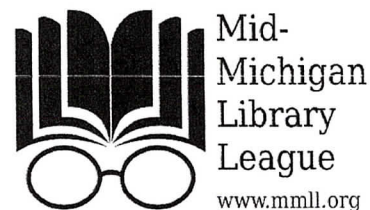
## Mid-Michigan Library League

## Balance Sheet

As of February 28, 2021

	Feb 28, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · CashChecking Fifth Third	10,439.49
1030 · CashSavings Fifth Third3088	170,572.01
Total Checking/Savings	181,011.50
Total Current Assets	181,011.50
Other Assets	
1400 · Prepaid Expense	17,653.26
Total Other Assets	17,653.26
<b>TOTAL ASSETS</b>	<b>198,664.76</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Federal Withholding	-814.38
2110 · FICA Withholding	407.19
2120 · Medicare Withholding	407.19
2400 · Accrued Wages	2,516.72
2410 · Accrued FICA	156.03
2420 · Accrued Medicare	36.50
Total Other Current Liabilities	2,709.25
Total Current Liabilities	2,709.25
Total Liabilities	2,709.25
Equity	
3000 · Net Position	309,300.43
32000 · Retained Earnings	21,647.31
Net Income	-134,992.23
Total Equity	195,955.51
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>198,664.76</b>

**Mid-Michigan Library League  
Director's Report  
March 2021**



**Note:** *We are still in the midst of the COVID-19 pandemic. March 10<sup>th</sup> marked the one-year anniversary of the first case in Michigan. There are now three approved vaccines and 21% of Michigan residents over 16 have received at least a first dose. Positivity rates and new cases per million were on the decrease in late January most of February, but there is currently another slight increase, with the statewide positivity rate at 4.4%, new case rate at 122 cases per million, and daily deaths per million at 17.4.*

**\*\*\*President Biden just signed the American Rescue Plan Act of 2021, which provides \$200 million in funding to the IMLS, \$178 million specifically for LSTA, representing the single largest increase in funding for the IMLS in the agency's 25-year history. The act also establishes a \$7.172 billion Emergency Connectivity Fund through the FCC's E-rate program, for reimbursing eligible libraries for 100% of the costs of equipment necessary to provide off campus connectivity to patrons, including Wi-Fi hotspots, routers, laptops, and more.**

At this time, most MMLL member libraries are open at a limited capacity for indoor service, but programming and gathering is still limited. The MMLL Advisory Council is meeting the second and fourth Tuesday mornings via Zoom, and the Library of Michigan is conducting Zoom meetings every other Friday for public library directors. We are following [MDHHS](#) and [MiOSHA](#) guidance, referring local concerns to the [health department](#) serving their county. In-person trainings and conferences are still not being held, in favor of webinars, online meetings and virtual programming.

**Administrative:**

- FY21 Board members, groups they represent, year term ends:
  - Group 1 – Cindi Place (23)
  - Group 2 – Debra Greenacre (23)
  - Group 3 – Emily Thompson (23)
  - Group 4 – Diane Eisenga (22)
  - Group 5 – Eric Smith (21)
  - Group 6 – Lois Langenburg (22)
  - Group 7 – Valerie Church-McHugh (22)
  - Group 8 – Sarah Welch (23)
  - Group 9 – Patty Rockafellow (23)
- Advisory Council
  - FY21 (Co-)Chair – Cindi Place (Bellaire). See MMLL [Advisory Council page](#).
  - The group is meeting the second and fourth Tuesday mornings at 10 a.m. via Zoom.

**Continuing Education:**

- In-person trainings have been cancelled/postponed. There are many options for online training, virtual conferences, and on-demand webinars and training modules.
- The News of Interest newsletter points to these many opportunities for professional development.

**eResources:**

- The [Up North Digital/OverDrive](#) currently has 31 of the 36 MMLL members participating, plus one affiliate – Missaukee. Soon, LeRoy will join as the newest participant.

- Our language resource purchased by MMLL for the whole cooperative, [Transparent Language Online](#), will not be transferred to OverDrive, so we must change the access URL soon – stay tuned.
- MMLL has an Advantage account with OverDrive, allowing us to add audiobooks to the shared collections that are available to MMLL members of Up North Digital in a priority fashion, and then are available to others in the consortium. The eResources Committee (Cindi Place/Bellaire, Tracy Logan-Walker/Cadillac, David Diller/Glen Lake) is working to add Advantage titles, using MMLL funds.
- The eResources Committee is working to prioritize member needs and to find the best pricing, considering what the cooperative can pay for on behalf of the membership vs. opt-in discount groups for which MMLL pays the vendor and then invoices the participating members.

#### **Grants:**

- The FY21 Grants Committee (Diane Eisenga/McBain, Tracy Logan-Walker/Cadillac, and Kathleen Rash/Hart) has made final decisions for the second round of grants, and all have been notified of funding.
- In the first round of the FY21 Library Service Enhancement & Mini-Grant Program, 17 proposals were funded for a total commitment of \$10,949.
- In the second round, 19 proposals were received and all received funding, some with slightly less than was requested, for a total commitment of \$12,633.

#### **Tech Assistance:**

- “Emergency Geek” Cory Walker continues to serve member libraries in FY21. Each MMLL member library began the year with four hours of tech support plus mileage.
- We strongly recommend that member libraries build into their budgets ongoing maintenance funds and replacement costs for technology, an integral part of public library service.

#### **On the Horizon:**

- The Michigan Library Association will coordinate the Michigan Library Advocacy Day on Tuesday, April 20<sup>th</sup>, 2021. Meetings will be coordinated with legislators online. Register [HERE](#).
- There is an update to local government chart of accounts: [Uniform Chart of Accounts](#)
  - [UCA Final Release Memo](#)
  - [Frequently Asked Questions](#)
  - [UCA Implementation Dates](#)
  - [UCA Revisions](#)

#### **Travel/Meetings/Leave:**

Working mostly from home, about 30% in the office, with meetings via Zoom.

Used bereavement leave time and PTO hours in February.

Upcoming vacation: 3/22 – 3/26.

*~Sheryl*

Sheryl L. Mase  
MMLL director





# LIBRARY RECOVERY FUNDING SUMMARY

March  
2021

## The American Rescue Plan Act of 2021

*The \$1.9 trillion American Rescue Plan Act of 2021 (ARPA) provides \$200 million for the Institute of Museum and Library Services (IMLS) and billions more for library-eligible programs, including over \$7 billion for broadband. Libraries can position themselves now to seek portions of this funding through multiple channels.*

*Relief provisions helpful to the library community include:*

### INSTITUTE OF MUSEUM AND LIBRARY SERVICES

The **\$200 million** allocation is the largest increase for IMLS in the agency's 25-year history. **\$178 million** is allocated for state library administrative agencies on a population-based formula, with a **\$2 million state minimum**. In the coming weeks, IMLS will work with state library agencies to confirm state allotments and specify allowable uses for the funding.

### EMERGENCY CONNECTIVITY FUND

Libraries are eligible to apply for the new **\$7.172 billion** Emergency Connectivity Fund through the FCC's E-rate program. Participating libraries will receive 100 percent reimbursement for the cost of hotspots and other Wi-Fi capable devices, modems, routers, laptops, tablets and similar devices to loan to patrons. ALA will provide input during the 60-day rulemaking process.

### STATE AND LOCAL GOVERNMENT

ARPA includes a massive influx – **more than \$360 billion** – of emergency assistance to state, local and tribal community governments. This influx is intended to offset potential cuts to public health, safety, education, and library programs. For states facing less dire economic conditions, ARPA funds present an opportunity for innovative new programs and resources. Approximately 60 percent of the \$360 billion will go to states, with 40 percent going to local and tribal governments.

### EDUCATION STABILIZATION FUND

Funding of **\$130 billion** is included for education costs associated with the safe reopening of K-12 schools, hiring additional staff, reducing class size, modifying school spaces, and addressing student, academic, and mental health needs. Schools will be allowed to invest in technology and support distance learning, with at least 20 percent to be used to address learning loss. Funding will flow from the Department of Education to states based on their Title I funding—the federal government's primary program for high-poverty schools.



## HIGHER EDUCATION

Colleges and institutions of higher education will receive **\$40 billion** to defray pandemic-related costs and provide emergency aid to students to cover expenses such as food, housing, and computer equipment. At least half of the \$40 billion for higher education must be dedicated to emergency student financial aid. ARPA makes all COVID-19 student loan relief tax-free.

## ADDITIONAL PROGRAM FUNDING

- **\$135 million** each for National Endowments for the Arts and Humanities will support state and regional arts and humanities agencies. 60 percent of the funds are designated for direct grants eligible to libraries and 40 percent for grants and administration for state arts and humanities agencies.
- **\$39 billion** for Child Care and Development Block Grants and Stabilization Fund and \$1 billion for Head Start are partnership opportunities for school and public libraries.
- **\$9.1 billion** is available for state-level afterschool and summer programs, and **\$21.9 billion** for programs at the local level.