

**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.