

**Mid-Michigan Library League
Board of Trustees Meeting Minutes
Aug. 18, 2022
Cadillac Wexford Public Library
10 a.m.**

Call to Order: With a quorum present, Diane Eisenga, Chair, called the meeting to order at 10:04 a.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)

Members Absent: Patty Rockafellow (Group 9)

Also Present: Sheryl Mase, Director, MMLL. For second half of meeting: Sara Morrison, Director Candidate; Jennifer Balcom, Director Candidate

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

Approval of Minutes: M/S Place/Church-McHugh to approve the minutes from May 26, 2022 Regular Meeting.

Public Participation and Communications: Cindi Place, Chair of the Advisory Council (AC), reported that the AC has decided not to hold the informal meeting for a while due to low attendance. They will look at the proposed budget and share any of their thoughts. The AC is also helping to assemble a survey of co-op library directors. The survey will collect information about potential e-resources, services, and the best time to hold meetings.

Financial Report: M/S Place/Langenburg to approve the purchase journals from 5/22, 6/22, and 7/22. Roll Call: Place- Aye; Greenacre- Aye; Logan-Walker- Aye; Eisenga- Aye; Smith- Aye; Langenburg- Aye, Church-McHugh- Aye; Welch- Aye

M/S Logan-Walker/Church-McHugh to accept the Financial Reports for 5/22, 6/22, and 7/22. The motion passed.

Director's Report: 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).

The Director drew the trustees' attention to the excellent letter of support for the Patmos Library written by the Michigan Library Association. She also reminded Trustees that the MLA is providing excellent tools to help libraries defend intellectual freedom through the 'Right to Read' website.

The Director spoke about the importance of trustee training as a foundational issue for library service. Cindi Place remind the board that the MLA annual conference is offering a track designed specifically for library board members and trustees.

Committee Reports:

Finance: The Finance Committee consisting of Valerie Church McHugh (Group 7), Eric Smith (Group 5), and Lois Langenburg (Group 6) met on July 14 in Ludington to assess and adjust the proposed budget. The Director pointed out that the biggest difference between the current budget and the proposed budget was an increase in the line item 'Grants to Members'. There was some discussion about whether to continue the Employee

Assistance Program considering its poor usage. Valerie Church-McHugh relayed that her library board had discussed the matter and felt it was a valuable service when needed. She suggested that the MMLL board consider a new vendor or new ways to encourage usage rather than doing away with the program after one year.

Sarah Welch asked if the new budget reflects the suggested salary range for the new co-op director. The director stated that yes, it covers the suggested salary range but mentioned some concerns about the varying nature of fringe benefits. After some discussion, the Trustees agreed there was no point in attempting to amend the budget to deal with this issue until they knew the exact costs and if change was even necessary.

Personnel: The Personnel Committee consisting of Debra Greenacre (Group 2), Diane Eisenga (Group 4), and Sarah Welch (Group 8) assessed candidates for the position of MMLL Director to replace Sheryl Mase and recommend two candidates for interview. A discussion with the full board ensued over the suggested benefits and salary package.

Strategic Planning: No meeting/report.

Old Business:

The Annual Luncheon meeting will be held on 9/15/22 at Caberfae in Cadillac. The membership is encouraged to bring staff and trustees. Everyone was reminded to register for the event (see mml.org for link).

The Director mentioned that the Plan of Service needs to be approved as part of the Annual Luncheon meeting. She suggests that next year it should be reviewed. When asked for her suggestions on edits, she replied that it is too long and needs a language revision to tighten it up and that the MMLL board by-laws could be removed as a separate document.

New Business:

The Trustees discussed the new Memo of Agreement for service with Emergency Geek. Tracy Logan-Walker recused herself from the discussion and voting.

M/S Smith/Church-McHugh moved to approve the memo as presented. The motion passed.

Trustees sat in on the two interviews for position of MMLL Director and offered their observations afterward. A discussion of the candidates ensued with the board choosing their top choice and second choice candidates. Reference checks are next, and then the offer to the top candidate pending the reference outcome/s.

Public Comment: None

Advisory Council Comments: None

Board Member Comments: None

Adjournment: The meeting adjourned by unanimous consent at 3 p.m.