

Mid-Michigan Library League
Board of Trustees Meeting Minutes

Nov. 21, 2024, 10 a.m.

Cadillac Wexford Public Library, Cadillac, MI

Call to Order: Diane Eisenga, Vice-Chair, called the meeting to order at 10:20 a.m.

Call to Order: Amanda McLaren (Group 2); Tracy Logan-Walker (Group 3); Diane Eisenga (Group 4); Eric Smith (Group 5); Valerie Church-McHugh (Group 7); Jean Gaskell (Group 8); Justin Peterson (Group 9)

Members Absent: Mary Peterson (Group 1); Lois Langenburg (Group 6)

Also Present: Jennifer Balcom, Director, MMLL

Approval of Agenda: M/S Logan-Walker/J. Peterson to approve the agenda as amended. Amendment moves UHY Audit Presentation to the top of the agenda.

Approval of Minutes: M/S Church-McHugh/McLaren to approve the minutes from Sept. 19, 2024 Board Meeting as presented. Motion passed.

Public Participation and Communications: There was no public participation or communications.

Financial Report: M/S Gaskell/Logan-Walker to approve the purchase journals from 9/24 and 10/24.

McLaren-Aye; Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Church-McHugh-Aye; Gaskell- Aye, J. Peterson- Aye. The motion passed.

M/S Logan-Walker/Gaskell to accept the Financial Reports for 9/24 and 10/24. The motion passed.

Director's Report: Director Balcom reported on the status of the Right to Read legislation that was introduced on Nov. 7, 2024. MLA will inform the library community when and if the bill comes up for a vote.

The Director spoke about the annual meeting. In light of the difficulties with meals and technology, Crystal Mountain did not charge the league for any vegetarian meals or the technology support. Amanda McLaren told the board that the event coordinator from the venue came to the Benzonia library to apologize personally for all of the inconveniences. She also thanks the director for all her hard work to plan and execute the meeting.

The mini grants committee met on 11/20/24. The League received 17 mini grant applications and all were approved. The director discussed the possibility of designating some grant money to the remaining league libraries that need to automate.

Director Balcom spoke to the board about ECF reimbursements. While the program ended in January of 2023 there have been some issues with the way AT&T applied for program discounts. As a result, the League received a bill in excess of \$ 5,000. Member libraries had to produce copies of all of their bills for the duration of the program and the League received part of the money back. The director expects to

receive another bill with the same problem but assured the board this amount should be covered by the work that has already been completed.

Committee Reports:

Finance: No meeting/report

Personnel: No meeting/report

Mini-grants: See Director's Report

Up North Digital Steering Committee: Steering Committee Chair Tracy Logan-Walker informed the board that the committee had met on 11/20/24 to discuss the 2025 budget. The UND Steering Committee agreed that an increase in the collection fund was necessary to adequately manage holds in light of increased priced and usage. A survey was sent out to all member libraries about this increase.

Old Business:

Office Space- The Director noted that two libraries had offered space to store MMLL files so she could work remotely, if required. However, remote work still presents challenges for the League bookkeeper. An office space is potentially becoming available in Cadillac. After much discussion, the board agreed that the matter could be tabled until January while the director gathers more information.

New Business:

UHY Audit- Zach Frederickson of UHY presented the board with the final audit report. He noted that everything was in order and there were no areas of concern.

FY25 Plan of Service- Previously, the board had discussed the potential Open Meeting's Act ramifications of board members serving on the Advisory Council. After consulting with League attorney, Anne Seurnyck, the director confirmed that this is a problem. The board discussed possible solutions and agreed that the best solution for MMLL was to amend the plan of service to remove the Advisory Council and allow the already existing regional reps to gather and offer feedback for their libraries. Director Balcom will consult with the lawyer on this language.

Review of Website and new MMLL Website Proposals- The board discussed three proposals to redesign the MMLL website and logo. The Director showed them an example of one of the company's work.

M/S Logan-Walker/Gaskell moved to accept Maestro's website design proposal with the 50% deposit and 50% upon completion payment option.

McLaren-Aye; Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Church-McHugh-Aye; Gaskell- Aye, J. Peterson- Aye. The motion passed.

The board also discussed logo redesign. The agreed to a committee to help choose a final design consisting of Diane Eisenga, Justine Peterson, and Director Balcom. The membership is asked to share their thoughts on the survey provided by the designer.

M/S Church-McHugh/J. Peterson moved to accept the Jennie Grace logo design proposal.

McLaren-Aye; Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Church-McHugh-Aye; Gaskell- Aye, J. Peterson- Aye. The motion passed.

Public Comment: None

Advisory Council Comments: None

Board Member Comments: None

Adjournment: The meeting adjourned by unanimous consent at 12:19 p.m.