Mid-Michigan Library League

Board of Trustees Meeting Minutes

March 20, 2025, 10 a.m.

Mason County District Library, Ludington, MI

Call to Order: Lois Langenburg, Chair, called the meeting to order at 10:01 a.m.

Call to Order: Amanda McLaren (Group 2); Tracy Logan-Walker (Group 3); Diane Eisenga (Group 4); Eric Smith (Group 5); Lois Langenburg (Group 6); Valerie Church-McHugh (Group 7); Justin Peterson (Group 9)

Members Absent: Mary Peterson (Group 1); Jean Gaskil (Group 8)

Also Present: Jennifer Balcom, Director, MMLL; Robin Seymour, Head of Adult Services, MCDL and Ingrid Fournier, Scottville Branch Manager, MCDL

Approval of Agenda: M/S Church-McHugh/Smith to approve the agenda as presented. Motion passed.

Approval of Minutes: M/S Church-McHugh/Smith to approve the minutes from Nov. 21, 2024 Board Meeting as presented. Motion passed.

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

Financial Report: M/S Church-McHugh/Logan-Walker to approve the expenditures from 11/24, 12/24, 1/25, and 2/25.

Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Langenburg- Aye; Church-McHugh-Aye; Peterson- Aye. The motion passed.

M/S Logan-Walker/J. Peterson to accept the Financial Reports for 11/24, 12/24, 1/25, and 2/25. The motion passed.

Director's Report: Director Balcom spoke about federal and state funding to libraries. The severe reduction of staffing and funding at the Institute of Museum and Library Services effects grants to states. In Michigan, these grants support mel.org, the melcat service, and continuing education. Co-op directors will meet with the Library of Michigan and the Michigan Library Association to discuss these issues. Talking points for State Advocacy Day are being developed to address the situation. There are concerns that direct state aid to libraries might be used to make up lost revenue from the federal government.

The MMLL website redesign is completed! A few small changes need to be made including adding the new logo when it is chosen. Co-op members are encouraged to look over the website and share any concerns with the director, especially in regards to missing information.

Director Balcom reported on the process to update the league's email and website. Originally, the email was not owned by the co-op but by their networking provider. Through a lengthy process she was able to gain control and use Godaddy.com to migrate the email.

The director attended the Pentwater 170th anniversary celebration.

Discussions about the increasing difficulty of managing Hoopla costs are ongoing with the co-op directors and Midwest Tape. Co-op members who use Hoopla should soon receive a survey. They are encouraged to fill this out so co-op directors have hard data to use in their negotiations.

Mini-grant applications are open. Grants are available up to $ 1,000.

State Aid reports were completed by all co-op members. The Falmouth library should be eligible to rejoin MMLL soon as they will meet the 3/10ths of mil requirement for state aid.

Committee Reports:

Finance: No meeting/report

Personnel: No meeting/report

Mini-grants: See Director's Report

Old Business:

Office Space- M/S Smith/McLaren moved to accept the three year lease extension on the current MMLL offices.

McLaren-Aye; Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Langenburg- Aye; Church-McHugh-Aye; Peterson- Aye. The motion passed.

Plan of Service- The board discussed the two proposed versions as drawn up by co-op legal advisor Anne Seurnyk. These changes were made necessary to address issues with the Open Meetings Act. The first version dissolved the Advisory Council and placed the burden of representing the opinions of the membership more directly on region representatives. The second version changes the function of the Advisory Council to a non-voting body that shares recommendations more informally

M/S McLaren/Church-McHugh moved to accept version two of the Plan of Service revision. The motion passed.

MMLL Logo- The board deliberated the various logo options.

M/S Church-McHugh/McLaren moved to authorize the logo committee to choose between two design options: Option 1c or Option 1c with the font color adjusted to match the font color in Option 2b. The motion passed.

New Business:

ESTA Policy- The Director presented changes to the Employee Handbook intended to address requirements of the Michigan Earned Sick Time Act.

M/S Logan-Walker/McLaren moved to accept changes to the handbook as presented. The motion passed.

Mini-grant Reimbursement Approval- Due to a series of difficult circumstances the Bellaire Public Library failed to submit their mini-grant reimbursement within the deadline or the appropriate fiscal year. The library made a formal request to be paid the reimbursement out of the current fiscal year's budget. After much discussion the board agreed that setting the precedent of accepting late reimbursements was ill-advised.

M/S Langenburg/Eisenga moved to reject the request by the Bellaire Public Library to be paid the mini-grant reimbursement from the current fiscal year's budget. The motion passed.

Public Comment: Robin Seymour, Head of Adult Services for MCDL introduced herself, as well as Ingrid Fournier, Scottville Branch Manager.

Advisory Council Comments: None

Board Member Comments: Valerie Church-McHugh reported that the Pentwater Library is working toward re-establishing as a district library in partnership with the Pentwater school district and Pentwater Township. There have been some difficulties as the village of Pentwater owns the land the library sits on, while the library owns the building.

Tracy Logan-Walker reported that the construction of the new Manton Library building is underway and the library should hold their grand opening the first week of June.

Adjournment: The meeting adjourned by unanimous consent at 11:25 a.m.