Mid-Michigan Library League

Board of Trustees Meeting Minutes

May 13, 2025, 10 a.m.

Glen Lake Community Library, Empire, MI

Call to Order: Lois Langenburg, Chair, called the meeting to order at 10:00 a.m.

Call to Order: Mary Peterson (Group 1); Amanda McLaren (Group 2); Tracy Logan-Walker (Group 3); Diane Eisenga (Group 4); Eric Smith (Group 5); Lois Langenburg (Group 6); Justin Peterson (Group 9)

Members Absent: Valerie Church-McHugh (Group 7); Jean Gaskil (Group 8)

Also Present: Jennifer Balcom, Director, MMLL

Approval of Agenda: M/S Logan-Walker/M. Peterson to approve the agenda as presented. Motion passed.

Approval of Minutes: M/S Eisenga/J. Peterson to approve the minutes from March 20,2025 Board Meeting as presented. Motion passed.

Public Participation and Communications: Advisory Council Co-Chair Logan-Walker mentioned continuing efforts to include training in AC meetings. In April, the co-op director arranged a speaker from the Secretary of State to talk about the Address Confidentiality Program. In June, Cory from Emergency Geek will talk about computer maintenance and in July, Michelle Bradley from the Library of Michigan will attend the meeting.

Financial Report: M/S Eisenga/Langenburg to approve the expenditures from 3/25 and 4/25.

M. Peterson- Aye; McLaren- Aye, Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Langenburg- Aye; J. Peterson- Aye. The motion passed.

M/S Langenburg/M. Peterson to accept the Financial Reports for 3/25 and 4/25. The motion passed.

Director's Report: Director Balcom informed the board that the Governor has submitted the state budget proposal. Because the budget was created before changes were made to the Institute of Museums and Library Services (IMLS), the director anticipates changes to the document. The Library of Michigan has been informed that money from IMLS for the upcoming year should be at least 50%. This would allow LofM to preserve MelCat but not all databases. As part of an ongoing lawsuit, the courts have issued a ruling requiring the federal government to reinstate IMLS to it's previous state by Sept. 30, 2025.

The Director expressed the continued need for RIDES delivery in fall of 2025 even if MelCat is eliminated entirely for two reasons; 1. Outstanding MelCat materials would still need to be returned to libraries, and 2. A shared catalog between MMLL libraries through Apollo is still a possibility and would require delivery service.

Money for the Digital Equity Grant through the federal government has been eliminated. This includes the grant for Grow Benzie and MMLL. Funding for hot spots through E-Rate has also been eliminated. The Director expressed concern that these changes put a disproportionate pressure on small and rural libraries, like those in our co-op.

The Lakeland Library Cooperative is working on an interactive map of Michigan to help the public learn where they get library service. Libraries might be approached for information on their service areas. The co-op association hopes the map will be rolled out at the MLA conference in October 2025.

Committee Reports:

Finance: Upcoming meeting July 17, 2025, Ludingtion

Personnel: No meeting/report

Old Business:

MMLL Logo- Director Balcom informed the board that the new logo is done.

MMLL Website- The MMLL website is complete. Web Maestro is training on ADA accessibility and will create a plan to make sure the website is fully compliant. Web Maestro has also agreed to a special rate for MMLL libraries and a small number of Northland libraries.

New Business:

Annual Meeting- Because of difficulty in securing a location, the meeting has been moved up a week to Sept. 11, 2025. It will be held at Fox Hill Event Center in Cadillac and feature a buffet catered by Blue Heron Café. The Director anticipates that the price to attend will remain at $35 per person. The theme will be 'Back to Basics' and feature topics like customer service and collection development. The planning committee include the Director, Amanda McLaren from Benzonia Public Library and Laura Marion from the Missaukee District Library.

State Funding and MMLL Budget- The Director expressed her intention to be especially conservative with the league budget moving forward, as the uncertainty of federal funding could have unpredictable consequences. With that in mind, she has give the six months of required notice that the co-op will not be moving forward with the EAP plan. Member libraries can pay for individual access, if they wish.

Ryan Dowd Training- The director will forward information to the eResources committee about Ryan Dowd Training for assessment. This online staff training is very popular among libraries and addresses such diverse topics as customer service, escalation, and dealing with unhoused populations, amongst other topics.

MMLL Tech Proposal- The director shared a tech proposal with quotes for services from AllPro Technologies. She noted that the issue of most concern was the creation of a firewall for the MMLL offices. She noted that the firewall was the first step in creating appropriate cyber-security. She also discussed the need in the future to create a reliable back up process and appropriate security policies. She will work on these for the next meeting.

M/S Logan-Walker/Eisenga moved to accept the Allpro bid of $810.00 for the purchase and installation of a firewall at the MMLL offices.

McLaren- Aye, Logan-Walker- Aye; Eisenga-Aye; Smith-Aye; Langenburg- Aye; J. Peterson- Aye. M. Peterson- Aye. The motion passed.

<u>Director's Comments</u>- The director noted that in all likelihood the Loletta R. Fyan Rural Libraries conference would not be held again. Considering the difficulties that small and rural libraries are facing, she informed the board that she is investigating the Association of Rural and Small Libraries and their yearly conference. She has spoken with the ARSL president, John Clexton of the Gladwin Public Library and is waiting for a finalized schedule of events. She wants to ensure that her attendance at the conference will produce useful results. She will keep the board informed.

The director also noted that youth services representatives from around the co-op had meet earlier in the week for a training that included information from Dow Gardens and Cathy Lancaster. If anyone is interested in some books about the Dow Gardens education program and lesson plans, please let her know.

Public Comment: None.

Advisory Council Comments: See Above.

Board Member Comments: Diane Eisenga informed the board that budget discussions for the upcoming year are underway at her library. She is working to educate the school superintendent on the value of the public and school library partnership.

Adjournment: The meeting adjourned by unanimous consent at 10:54 a.m.