

Superiorland Library Cooperative
Special Meeting of the Board of Directors

May 6, 2019

A special meeting of the Superiorland Library Cooperative Board of Directors was held at the Superiorland Library Cooperative, Marquette and via ReadyTalk audio conferencing service. The public was invited to participate at the Superiorland Library Cooperative headquarters (1615 Presque Isle Avenue, Marquette). The purpose of the meeting was to consider a recommendation for approval of the purchase of a soundproof audio booth and an amendment to the EdTech Strategies consulting contract. Since the Secretary, Deb Friedman, was unable to attend the meeting, Pat Cheski agreed to serve as the Acting Secretary.

ATTENDANCE: Attendance Codes: RT: ReadyTalk audio conferencing, SLC: Superiorland Library Cooperative

SLC BOARD MEMBERS PRESENT (*denotes voting member): Caroline Jordan*, Chair (SLC); Dwight Sunday*, Vice-Chair (RT); Pat Cheski* (RT), Brad Winnicki* (RT), Patti Jahn* (RT), and Shawn Andary, Director (SLC)

SLC STAFF PRESENT: Pamela Malmsten (SLC) (Recorder)

LIBRARY DIRECTORS/STAFF/BOARD MEMBERS PRESENT: Lisa Cromell (Director, Munising School/Public Library)

VOTING BOARD MEMBERS ABSENT: Deb Friedman, Cris Roll, Pam Adams, and Kim Nowack

CALL TO ORDER: The Chair, Caroline Jordan, called the meeting to order at 10:05 a.m. eastern.

APPROVAL OF THE AGENDA: Pat Cheski **moved that the agenda be accepted as presented.** The motion was seconded by Dwight Sunday, unanimously approved, and carried.

PUBLIC PARTICIPATION: There was no public participation.

PURCHASE OF AUDIO BOOTH:

Shawn asked the Board to consider approving an estimated expenditure of \$10,000 from the Victoria Wolf bequest for the purchase of a used soundproof recording booth from Eclipse Acoustic Solutions, Inc. A copy of the cost estimate for the booth, including delivery and installation, was distributed to the Board and member library directors in advance of the meeting. Based on feedback from GLTB focus group meetings, it was determined that GLTB patrons would value BARD (Braille and Audio Reading Download) compatible recordings of books by local authors.

Great Lakes Talking Books (GLTB) staff members Lynn Buckland-Brown, Jeremy Morelock, and Tonia Bickford, recently worked with a local reader to produce an

audio book recording of Cully Gage's "*A Love Affair with the U.P.*". The audio recording was sent to Lansing for final editing and will soon be available to all National Library Service (NLS) patrons as a digital audio book. Since recording the book without a soundproof booth was very difficult and many sections had to be re-recorded to eliminate extraneous sounds, GLTB Reader Advisor Lynn Brown recommended that a soundproof booth be used for future recording sessions. The booth would be housed at the Peter White Public Library. Shawn said that a use policy would be formulated and the booth would eventually be made available for use by library staff and patrons in the Superiorland Library Cooperative's service area who wish to record oral histories, podcasts, music, etc.

Shawn reported that new booths for comparable cost were very small; the booth being considered is 8' X 4' and was used by an audiologist's office. Shawn said she checked on vendor references and all were positive. As noted on the estimate, SLC would be responsible for contracting for some electrical work. Dwight Sunday asked about costs for the electrical work and Shawn replied that estimates were not obtained since it was not known if any work would be needed. Shawn indicated that she would obtain estimates for any possible electrical work. Pat Cheski asked about insurance for the booth; Pam and Shawn said they would check with SLC's insurance agent about costs for insuring the booth offsite at the Peter White Public Library.

Dwight Sunday **made a motion that the Superiorland Library Cooperative Board of Directors would conditionally approve a \$10,000 expenditure using funds from the Victoria E. Wolf bequest to purchase a used soundproof recording booth from Eclipse Acoustic Solutions; the approval is based on the condition that the cost for a dedicated electrical circuit and electrical work would not exceed \$5,000 and that adequate insurance coverage can be obtained for the booth.** The motion was seconded by Pat Cheski.

Discussion: Pat Cheski noted that SLC is responsible for refuse disposal and asked what that would involve; Shawn replied that she would find out in advance how much refuse there will be and how it can be disposed of.

Roll Call: Caroline Jordan: Yes, Dwight Sunday: Yes, Pat Cheski: Yes, Brad Winnicki: Yes, Patti Jahn: Yes. **Total:** Yes: (5), No: (0), Abstain: (0). Motion carries unanimously.

AMENDMENT TO EDTECH STRATEGIES CONTRACT:

Shawn reported that SLC's existing contract with its eRate consultant, EdTech Strategies, expired on 4/30/2019; she recommended that the Board approve a 3-month contract extension at a cost of \$2,850. Shawn explained that the extension would allow the consultant to finish the process involved with the establishment of the SLC Internet Consortium and file the remaining FY 2019/2020 paperwork. The amended contract with EdTech Strategies would end on 7/31/2019

Brad Winnicki **moved that the Superiorland Library Cooperative Board of Directors approve an amendment to the EdTech Strategies contract [which expired on 4/30/2019] that extends the contract to 7/31/2019 at a cost of \$2,850.** The motion was seconded by Pat Cheski.

Roll Call: Caroline Jordan: Yes, Dwight Sunday: Yes, Pat Cheski: Yes, Brad Winnicki: Yes, Patti Jahn: Yes. **Total**: Yes: (5), No: (0), Abstain: (0). Motion carries unanimously.

Public Participation: Lisa Cromell, Director of the Munising School/Public Library, commented that she was thrilled to hear about the possible purchase of the soundproof booth. She said Munising recorded oral history interviews and hopes to be able to use the booth for other recording projects.

ADJOURNMENT: There being no further business, the Chair declared the meeting adjourned at 10:31 a.m. eastern.

Respectfully submitted,

Pat Cheski, Acting Secretary

Pamela Malmsten, Recorder