

**SUPERIORLAND LIBRARY COOPERATIVE  
QUARTERLY BOARD OF DIRECTORS MEETING**

**Location: George Shiras Room, PWPL, 217 N Front St., Marquette MI 49855**

**Wednesday, 21 June 2023**

10 AM Central /11 AM Eastern

**Call to Order:**

Brad Winnicki, President, SLC Board of Directors called the 21 June 2023 meeting of the SLC Board of Directors to order at 11:00 AM EDT

**Attendance: 7/8 Quorum present**

SLC Voting Board Members Present (representing/location): Anne Donohue (Peter White/Marquette), Eyre Becker (Negaunee/Negaunee), Stephanie Swenski (West Iron/Iron River), Marion Luckey (Munising/Munising), Blair Nelson (Spies/Menominee), and Bradley Winnicki (Menominee County/Stephenson) Daryl Orr (Superior District Library/Sault Ste. Marie).

SLC Voting Board Members Absent: Jessica Luther

SLC Voting Board Members Attending Virtually: None

SLC Staff Present: Dillon Geshel, Director and Pamela Malmsten, Assistant Director for Finance  
Library Directors/Library Staff/Board Representatives Present: Lisa Waskin, Superior District Library and Andrea Ingmire, Peter White Public Library

Members of the Public Present (recognized): James Gallant

**1. Nominations for Role of Board Secretary\***

Brad Winnicki requested secretary/treasurer be seated as the priority before the rest of the agenda items. Marion Luckey moved to nominate Daryl Orr as Recording Secretary, effective immediately, seconded by Blair Nelson. Voted and approved.

**2. Approval of the Agenda\***

Brad Winnicki President, called the meeting to order and asked for approval of the agenda. Eyre Becker moved to approve the agenda, seconded by Marion Luckey. Motion approved.

**3. Approval of the Minutes\***

Motion by Stephanie Swenski, seconded by Eyre Becker to approve the March 15, 2023 meeting minutes. Approved unanimously.

**Director's Report: Dillon Geshel**

Dillon started his report by welcoming three new board representatives. In March, he met with the Board of the Wakefield Public Library about Category 2 E-rate services. Dillon is working with our attorney Anne Seurnyck and several other library directors across the state on a state-wide intellectual freedom presentation.

In April, Dillon attended Advocacy Day in Lansing, MI and met with 3 libraries he had not visited in the past. He attended with Lisa Waskin the MLA's Advocacy Day and met with the staff of the Legislators.

In May Dillon reported that an Office Clean-up Day was held, he spoke with the Detroit Suburban Libraries Round table regarding Mi Right To Read, did Board training regarding Roles and Responsibilities at the Portage Lake District Library. At the office had trees removed and the fence replaced.

In June, Dillon reported doing training at St. Ignace for trustees, at Peter White for trustees on the role of the library in intellectual freedom. He also mentioned working with the Merit Advisory Council concerning the Internet.

Dillon stated that he is working on employee evaluations and should finish this project in either June or

July. He also mentioned that he is addressing the administration policies of Superiorland. Dillon spoke about the Great Lakes Talking Books Braille E reader. Dillon stated that Josh and Gordon will be making visits to member libraries regarding the new Category 2 E-Rate equipment. He also stated that Jeremy had been meeting with Shawn to finish setting up Teletask, a new system for automated patron notifications.

### **Financial Report: Pam Malmsten**

Cash Disbursements:

March: The payment of \$1,900 to VAST (account 3-910) was for SLC's annual cyber insurance premium.

Total March disbursements: \$51,569.41.

April: The payment of \$4,800 (account 3-801) to EdTech Strategies was a semi-annual payment for SLC's-erate consulting services. The payment of \$2,798 to Anderson, Tackman and Company (account 3-801) was the final payment for SLC's FY 2022 financial audit. The total cost of the audit was \$5,200.

Total April disbursements: \$71,207.03.

May: The payment of \$4,397 (account 3-801) to Midwest Collaborative for Library Services (MCLS) was for member libraries' RIDES delivery fuel surcharge.

Total May disbursements: \$54,207.76.

Year to Date Expense and Revenue Reports as May 31, 2023:

Revenues: Total revenues as of 05/31/2023 were \$512,636.

Expenses: 8/12 of FY 2023 budgeted expenses are \$633,804; actual expenses as of 05/31/2023 totaled \$585,294.

Balance sheet as of May 31, 2023:

The balance sheet as of May 31, 2023 showed total Assets of \$733,446.10 and total Liabilities plus Fund Balances of \$733,466.10.

Motion by Anne Donohue, seconded by Marion Luckey to approve the March, April and May 2023 cash distributions, expenses and revenues reports as of May 21, 2023, and the balance sheet as of May 31, 2023, by roll call vote. Unanimously approved.

### **Public Participation:**

Two persons spoke to the Board. The first was Andrea Ingmire who thanked the Board for services provided to the libraries.

James Gallant spoke and stated that the Board was not following Robert's Rules of Order and the Open Meetings Act.

### **Committee Reports:**

A. Advisory Board of Librarians: Katrina Linde-Moriarty stated that the meeting took place last Friday with 7 directors present. Discussion regarding UPLINK, ABL's search for a Secretary and the Curtis Library situation.

B. Database Committee: Dillon reported that the committee has not met since March, 2023.

C. RIDES Committee: Dillon reported that the committee has asked MCLS to work with the committee regarding contingency planning should WALTCO cease services to the UP.

D. By-Laws Committee: Dillon and Brad reported that the By-Laws have been completed and can be voted on today,

E. Program Committee: Dillon reported that the committee has not met recently, but at the last meeting Summer Reading mini-grants were discussed. So far, 435 patrons have participated in Superiorland sponsored summer programs. The committee will be meeting soon.

F. Professional Development Committee: Dillon reported for Megan Buck, committee chair, that on August 8, 2023 our quarterly deliberation discussion will focus on Customer Service. An in-person program will take place in Cedarville at the Les Cheneaux Library on July 20<sup>th</sup>, also focused on customer service.

G. UPRLC Annual Conference Committee: Lisa Waskin reported that the conference will be held on September 13, 14, 2023 in Sault St. Marie, MI. at Lake Superior State University and Bayliss Library.

**Old Business:**

COVID Workplace Preparedness Plan: Dillon shared that the board has decided to include this on the agenda for upcoming meetings in case there are any updates to share. Dillon has no updates to share at this time.

**New Business:**

A. Approval of FY2022/2023 Budget Revision\*

Pam discussed the 2022/23 budget and highlighted certain items; including Capital Funds, health insurance, computers, travel, building maintenance and internet/wireless fees.

Motion to approve the 2022/2023 budget made by Anne Donohue, seconded by Blair Nelson. Motion approved unanimously by roll-call vote.

B. Approval of Amended Superiorland Board Bylaws

Motion by Marion Luckey, seconded by Anne Donohue to approve the amended Superiorland Board By-Laws. Approved unanimously by roll-call vote.

C. Approval of Amended Superiorland Plan of Service

Motion by Eyre Becker, seconded by Stephanie Swenski to approve the amended Superiorland Plan of Service. Approved unanimously by roll-call vote.

D. Discussion and Vote on RIDES Delivery Subsidies

Discussion was held and motion made by Marion Luckey, seconded by Anne Donohue to approve the RIDES Delivery subsidies. Approved unanimously by roll-call vote.

E. Approval of SLC and UPRLC Management Contract

Motion by Daryl Orr, seconded by Anne Donohue to approve the SLC and UPRLC management contract. Approved unanimously by roll-call vote.

F. Curtis Library Discussion

Lengthy discussion was had regarding the conflict letter from Foster Swift and the approval of MOU between Superiorland and Portage Township. Motion by Anne Donohue, seconded by Eyre Becker to accept the conflict of interest letter signed by Anne Seuryneck from Foster Swift. Approved by roll-call vote, 4 yes 2 no, 1 abstained.

Motion made by Stephanie Swenski, seconded by Anne Donohue to approve the MOU between Superiorland Library Cooperative, and Portage Township. Approved by roll-call vote: 5 yes 2 no.

**Public Participation:**

Further discussion by James Gallant concerning Robert's Rules of Order. He restated all the items he had raised during the first public comment period.

**Adjournment:** Motion by Daryl Orr, seconded by Stephanie Swenski to adjourn meeting at 1:12 PM EDT with the next meeting to be on Wednesday, September 20, 2023 at 10:00 AM Central/11:00 AM Eastern time. Approved unanimously.