

**SUPERIORLAND LIBRARY COOPERATIVE  
QUARTERLY BOARD OF DIRECTORS MEETING  
Location: George Shiras Room, PWPL, 217 N Front St., Marquette MI 49855  
Wednesday September 20, 2023  
10 AM Central /11AM Eastern**

**Call to Order:**

Brad Winnicki, Chairman, SLC Board of Trustees called the 20<sup>th</sup> of September 2023 regular Board meeting of the SLC Board of Directors to order at 11:15 AM EDT

**Attendance: 6/9 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), Bradley Winnicki (Menominee County/Stephenson) Daryl Orr (Superior District Library/Sault Ste. Marie).

SLC Board Members Present: Kim Nowack (St. Ignace Public Library).

SLC Board Members Attending Virtually: Jennifer Donovan (Portage Lake District Library), Anne Billiard (Alanson Area Public Library)

SLC Voting Board Members Attending Virtually: Blair Nelson (Spiers/Menominee), Jessica Luther (Alpena Library).

SLC Staff Present: Dillon Geshel, Director and Pamela Malmsten, Assistant Director for Finance

Members of the Public Present: Lisa Waskin (Superior District Library Director), Megan Buck (Dickinson County Library Director), Katrina Linde-Moriarty (Portage Lake District Library)

**Approval of the Agenda:**

Brad Winnicki, Chair, asked for approval of the agenda. Marion Luckey moved to approve the agenda, seconded by Anne Donohue. Motion approved.

**Approval of the Minutes:**

Brad Winnicki, Chair, called for the approval of the minutes of the regular meeting of June 21, 2023. Motion by Stephanie Swenski, seconded by Eyre Becker to approve the June 21, 2023 meeting minutes. Motion approved.

**Director's Report:**

Dillon Geshel reported:

That on September 15, 2023, the election for the Board of Directors was closed and that 9 voting members have been elected with various lengths of terms of office.

Voting members elected: Brad Winnicki, term 2023 to 2026; Anne Donohue, term 2023 to 2025; Eyre Becker, term 2023 to 2024; Marion Luckey, 2023 to 2024; Kim Nowack, 2023 to 2024; Blair Nelson, 2023 to 2025; Daryl Orr, 2023 to 2025; Stephanie Swenski, 2023 to 2026; and Lynne Wilson, 2023 to 2026.

Wakefield Public Library has reopened. After renovation, he will visit the library about policy issues.

Alanson Area Public Library is searching for a new director

Dillon starts as the President-Elect of MLA in October, 2023 as the current president is leaving.

He moderated four state-wide Intellectual Freedom programs in July and August, 2023.

He hosted on July 20, 2023 the in-person Summer Workshop at Les Cheneaux Library.

He attended the annual UPRLC conference.

That they are working on the Superiorland employee evaluations.

That he is working with the Attorney to update administrative and personnel policies.

A new project with Michigan Technological University faculty and several member libraries regarding tech support and AI for older adults.

He stated that Tonia finished and distributed the Great Lakes Talking Books (GLTB) summer newsletter and assisted with edits to the GLTB portion of our draft 2023-2024 Schedule of Services.

Tech support from Josh and Gordon concerning new equipment, cataloging and E-Rate programs.

Concerning ILS Data, that Jeremy is leading a committee to evaluate and select a mobile application.

He reports that Ellen is working on an Overdrive order and a new blog.

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

Cash disbursements:

Pam Malmsten reported to the Board with visual records the cash disbursements for the months of June, total expenses \$80,264.18; July, \$84,824.81; and August 2023 \$91,016.89. Pam reported that the total income for the period October 2022 to August 2023 is \$907,403.48. This amount is \$4,724.24 over the projected budget for this time period. The total expense for the above period was \$841,400.29. This is \$47,034.15 less than the projected budget for this period.

The balance sheet as of August 31, 2023 shows total assets of \$870,539.12, liabilities of \$117,414.98, with a total equity of \$753,124.14.

Motion by Anne Donohue, seconded by Marion Luckey to approve the June, July August 2023 cash distributions, expenses and revenue reported as of August 31, 2023, balance sheet as of August 31, 2023, by roll call vote, motion approved.

### **Public Participation:**

None

### **Public Hearing for 2023/2024 Budget**

Director Dillon Geshel stated that the floor must be opened for a public hearing and public comment.

Motion made by Eyre Becker, seconded by Anne Donohue to open public hearing on the 2023/2024 budget. Motion passed. No public was present. Motion made by Marion Luckey, seconded by Eyre Becker to close public comment on 2023/2024 budget. Motion passed.

UPRLC update: Dillon reported that he and Lisa Waskin were instrumental in setting up the UPRLC conference in Sault Ste. Marie, Michigan. This was a 2-day conference and was attended by approximately 70 people including members from the State Library. Feedback from participants was very positive.

### **Committee Reports:**

A. UPRLC Annual Conference Committee: Dillon reported that Lisa Waskin and Pam Malmsten were instrumental in setting up the UPRLC conference in Sault Ste. Marie, Michigan. This was a 2-day conference and was attended by approximately 100 people including members from the Library of Michigan. Feedback from participants was very positive.

B. Advisory Board of Librarians: Katrina Linde-Moriarty stated that the Advisory Board of Librarians, meeting on Sept. 26, 2023, heard from a Michigan CLASS representative about their investment options.

C. Database Committee: Digital Collection Committee is the new name. Ellen hosted the meeting looking at Overdrive services.

D. RIDES Committee: MCLS and RIDES Committees working with ProMed and Waltco. MCLS will help as needed to make sure RIDES continues smoothly.

E. Bylaws Committee: All new bylaws have been approved so there is no further action at this time.

F. Program Committee: None scheduled at this time, but looking to schedule a meeting in November. There were many programs processed from the past summer. Approximately 31 events and approximately \$12,000.00 in grants were awarded for these programs.

F. Professional Development Committee: Megan Buck shared that the committee meets next on October 10. November 14, 2023 will be our last deLIBeration event of the calendar year. The first deLIBeration event in 2024 will be in March.

G. Personnel Committee: Anne Donohue stated that Dillon's annual review has been completed, and read a statement into the record.

### **Old Business:**

A. COVID Workplace Preparedness Plan: Dillon has no amendments to the preparedness plan at this time. He expects to present changes to the board at their next meeting in December.

### **New Business:**

After Board discussion, it was determined that all of the following items listed below needed to be voted on after proper motion made. The Board received information from Dillon Geshel and Pam Malmsten regarding these items.

A. Approval of 2023/2024 Board Membership: Motion made by Anne Donohue, seconded by Stephanie Swenski to approve the nine members recently elected by the new ballot system. Motion passed.

B. Approval FY 2022-2023 Budget Revision: Expenses Revenues  
FY 2022/2023 General Fund Budget Revision Detail

Motion made by Anne Donohue, seconded by Eyre Becker to approve the 2022/2023 Budget Revisions Expenses Revenues and General Budget Revisions. Motion passed.

C. Approval of FY 2023/2024 Budget Adoption: Expenses Revenues

Motion made by Stephanie Swenski, seconded by Anne Donohue to approve 2023/2024 Budget. Motion passed.

D. Approval of FY 2023/2024 Schedule of Services

Motion made by Marion Luckey, seconded by Anne Donohue to approve 2023/2024 Schedule of Services. Motion passed.

E. Approval of EdTech Strategies E-Rate Services Contract for FY 2024

Motion made by Anne Donohue, seconded by Marion Luckey to approve EdTech Strategies, E-Rate Strategies Contract for FY 2024. Motion passed.

F. Adoption/Reaffirmation of E-Rate policies (Including CIPA Compliance)

Motion made by Marion Luckey, seconded by Eyre Becker to approve E-Rate policies including CIPA Compliance. Motion passed.

G. Adoption of 80/20 Percentage Option for Employer/Employee Health Insurance Cost Share

Motion by Anne Donohue, seconded by Stephanie Swenski to approve the 80/20 Percentage Option for Employer/Employee Health Insurance Cost Share. Motion passed.

H. Approval of Financial Institutions for FY 2023/2024

Motion made by Marion Luckey, seconded by Eyre Becker to approve the current six banks as financial institutions for 2023/2024. Motion passed.

I. Approval of Superiorland's Headquarters Use Policy

Motion made by Marion Luckey, seconded by Eyre Becker to approve Superiorland's Headquarters Use Policy. Motion passed.

### **Public Participation:**

None.

Adjournment:

Motion to adjourn made by Anne Donohue, seconded by Marion Luckey. Motion passed.

Next meeting: Wednesday December 13, 2023 at 10:00 AM Central Time/11:00 AM Eastern Time.