

**SUPERIORLAND LIBRARY COOPERATIVE
QUARTERLY BOARD OF DIRECTORS MEETING
Location: Heritage Room, PWPL, 217 N Front St., Marquette MI 49855
Wednesday December 13, 2023
10 AM Central /11AM Eastern**

Call to Order:

Brad Winnicki, Chair, SLC Board of Trustees called the 13th of December 2023 regular Board meeting of the SLC Board of Directors to order at 11:02 AM EDT

Attendance: 7/9 Quorum present

SLC Voting Board Members Present (representing/location): Anne Donohue (Peter White/Marquette), Stephanie Swenski (West Iron/Iron River), Marion Luckey (Munising/Munising), Bradley Winnicki (Menominee County/Stephenson), Kim Nowack (St. Ignace Public Library/St. Ignace), Blair Nelson (Spies/Menominee), Lynne Wilson (Dickinson/Iron Mountain).

SLC Board Members Present: None.

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

SLC Voting Board Members Attending Virtually: None.

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), Andrea Ingmire (Peter White Public Library Director), Jamie Goodwin (Peter White Public Library), Jessica Luther (Alpena County Library), Bonnie Stephan (Crawford County Library).

Board Member Oath:

Brad Winnicki, Chair, explained that all voting board members must swear an oath of office. Jamie Goodwin, Finance Director of the Peter White Public Library and Notary Public, notarized the signed oaths of all voting board members present.

Approval of the Agenda:

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

Approval of the Minutes:

Brad Winnicki, Chair, called for the approval of the minutes of the regular meeting of September 20, 2023 and the minutes of the organizational meeting of September 20, 2023. Motion by Stephanie Swenski, seconded by Kim Nowack to approve both sets of September 20, 2023 meeting minutes. Motion approved.

Director's Report:

Dillon Geshel reported:

The Alanson Area Public Library has hired a new Director, Lynne Leskey.

The Lake Linden-Hubbell Public School Library has promoted Deb Olson to be their new Director.

The Curtis Public Library has finished the process of establishing as an independent public library.

In September, Dillon visited the Forsyth Township Public Library to present them with the UPRLC Project of the Year Award.

In October Dillon visited the Alanson Area Public Library to meet with their board and discuss their

search for a new director. He also visited the Crawford County Library on the same trip. Also in October, he presented to the Escanaba Public Library board on intellectual freedom and attended a Spies Public Library board meeting.

In November, Dillon presented at the Peter White Public Library for their staff development day; via Zoom for the Dickinson County Library's Youth Services Workshop; via Zoom at an Alpena County Library board meeting; at the Escanaba Public Library's staff development day; and at a Wakefield Public Library board meeting. He also visited the Carp Lake Township Library, the Bessemer Public Library, and the Ontonagon Township Library in November.

In early December Dillon attended the ALA Chapter Leader's Advocacy Workshop in Chicago. ALA covered all costs to bring state association leaders from across the country. ALA invited Dillon to speak about MLA's Mi Right to Read initiative. The same week, Dillon attended an MLA board meeting in Grand Rapids and visited with the library Director at the Roscommon Area District Library.

Dillon is working with other co-op directors on a statewide presentation for public library trustees on intellectual freedom.

Dillon reported that he will be working with the Superiorland staff to begin developing a customer service philosophy next week.

Dillon also reported that MLA has been working with legislators to introduce two tie-barred bills next year, the Michigan Freedom to Read Acts.

Dillon reported that Tonia Bickford recently finished recording "Life, Legends and Landmarks" by Sonny Longtine for addition to the NLS library. Tonia will be presenting on GLTB to the Bluff's Senior Community in Houghton next month.

Dillon reported that Gordon and Josh have finished installing Category 2 Erate equipment for libraries that participated in the current fiscal year. Gordon has been helping to determine which libraries could benefit from Category 2 Erate equipment in the next fiscal year as well.

Dillon reported that Jeremy recently finished updates to member library Enterprise pages and is working on other features for library catalogs and websites. Ellen has been adding images to cataloging records and recently launched a new blog on cataloging. Our mobile app committee has finished their work reviewing products and will be making a recommendation to the ALS group at their next meeting.

Financial Report: Pam Malmsten

FY 2023 Cash disbursements, Year to Date Reports and Balance Sheet:

Pam Malmsten reported to the Board the cash disbursements for the month of September, totaling \$101,025.59. She reported year to date revenues as of September 30, 2023 at \$948,637 and year to date expenses as of September 30, 2023 at \$958,564. The balance sheet as of September 30, 2023 showed total assets of \$813,014.88 and total liabilities plus fund balances of \$813,014.88.

Motion made by Anne Donohue, seconded by Marion Lukey to accept the September 2023 cash disbursements, expenses and revenues reported as of September 30, 2023, and the balance sheet as of September 30, 2023. Motion approved.

FY 2024 Cash Disbursements, Year to Date Reports and Balance Sheet:

Pam reported total cash disbursements for October, \$88,303.25; and November 2023, \$87,755.02. Pam reported that the total income for the period October 2023 to November 2023 is \$57,303. The total expense for the above period was \$204,212.

The balance sheet as of November 30, 2023 shows total assets of \$662,256.44, and total liabilities plus fund balances of \$662,256.44.

Motion by Marion Luckey, seconded by Stephanie Swenski to approve the October and November 2023 cash distributions, expenses and revenue reports as of November 30 2023, and the balance sheet

as of November 30 2023. Motion approved.

Public Participation:

Kim Nowack mentioned that she would be willing to attend library board meetings and provide support for any member libraries dealing with material challenges.

Megan Buck suggested that the Superiorland board draft a letter template that can be shared with library boards, indicating Superiorland's support for diverse collections and first amendment rights. Dillon will draft a letter for the board to review at their March meeting.

Committee Reports:

A. Advisory Board of Librarians: Katrina Linde-Moriarty, Advisory Board of Librarians (ABL) Chair, was not in attendance and Dillon reported on their behalf. The ABL group met last Tuesday and had seven library directors present. The group discussed possible presenters for future ABL meetings. They discussed committee reports and other Superiorland board agenda items, which included a short discussion on COVID Workplace Preparedness Plans. Attendees also shared ideas for UPRLC Annual Conference 2024 sessions.

B. Program Committee: The committee has been planning for summer 2024 programming. Superiorland will be working with several past performers and new performers to schedule discounted visits to our member libraries. Dillon will pursue grant funds from Michigan Humanities to help support these events.

C. Professional Development Committee: Megan Buck shared that the committee may help organize an event in Marquette with John Chratska of EveryLibrary next April. The committee has also discussed possibly hosting an annual event on the west end of the U.P. in May, focused on circulation and technology. Like the Dickinson County Library's annual Youth Services Workshop, this event would be hosted each year and be open to all member libraries. Next February, Laura Warren-Gross of MCLS will be presenting on MeL resources at three Superiorland libraries, and all of those events will be open for our member library staff to attend. We have an ambitious schedule of events for 2024 that will allow us to host or sponsor in-person events in every region of the U.P.

D. UPRLC Annual Conference Committee: Lisa Waskin reported that the 2024 conference will be hosted at Bay College in Escanaba, and the costs are very reasonable. The conference will consist of a half day at Bay College on September 25, a full day at Bay College on September 26, and an evening reception at the Escanaba Public Library on September 25. The theme of the conference is Bold Library Futures. There will be a focus on technology type sessions, from instruction to conversation about AI in libraries.

Old Business:

A. Archive COVID Workplace Preparedness Plan: Dillon recommended that the board archive the COVID Workplace Preparedness Plan. Archiving the plan removes it from our active policies, while keeping it on file if it needs to be used again. Dillon shared that the board could also decide to adopt an Emergency Response Policy, which would indicate the necessary steps towards adopting emergency policies if there are local, state or federal emergency declarations. Motion by Marion Luckey to archive the COVID Workplace Preparedness Plan, seconded by Kim Nowack, motion approved.

New Business:

A. Approval of FY 2023/2024 Budget Revision: Motion made by Kim Nowack to approve the FY 2023/2024 Budget Revision, seconded by Anne Donohue, motion approved.

Public Participation:

Megan Buck shared that Senator Ed McBroom is working on a three-tiered Open Meetings Act

amendment that would allow for some virtual meeting attendance to be reinstated.

Adjournment:

Motion to adjourn made by Stephanie Swenski, seconded by Anne Donohue. Motion passed.

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