

**Spies Public Library Board of Trustees**  
**August 2, 2019**

Present: Jim Anderson  
Sandy Kuber  
Jan Shetter

Absent: Doug Schoen  
Paul Haupt  
Tony Graff

The meeting was called to order at 10:00 AM.

Jan Shetter **made a motion to amend the agenda to include the Superiorland Library Cooperative under old business.** Sandy Kuber seconded. Motion carried

Jan Shetter **made a motion to approve the agenda as amended.** Sandy Kuber seconded. Motion carried.

There was no one from the public to speak.

Jim Anderson **made a motion to approve the minutes from June 7, 2019.** Jan Shetter seconded. Motion carried.

**Financial Report** – The May 31, 2019 and June 30th, 2019 financial statements and petty cash statements were presented to the Board. The June 30<sup>th</sup> statement reflects the end of the fiscal year. Revenues were \$462,680.41 and year end expensed were \$475,773.57. \$13,093.16 will have to be used from the library's fund balance as opposed to \$20,000 that was originally budgeted to balance the budget. This is a preliminary statement with one more revision pending.

The **Director's Report** was presented which lists meetings attended, programs, personnel, statistics and contributions/donations. **Highlights:** There were 8,780 visitors in May and June with a circulation of 11,665 items during this time period. There were also 1,994 computer users and 1,526 items borrowed/loaned through inter-library loan. There were 3,337 hits to the library's web page and 3,576 hits to the library's online catalog. The 2019 summer reading program will conclude on August 5, 2019 with Joel Tacey and his "Nerf Mobile Games". The John Baptist Henes Gallery will feature the photographs of Bill Jones, Susan Stephen and Skip Heckel in September. Barb Akins and Company will be performing at the library on September 5, 2019. The library recently launched a new web page!

**Old Business**

**Superiorland Library Cooperative** – The Board was presented with the Superiorland Library Cooperative Board Meeting Report dated July 31, 2019 from representative Pat Cheski. The Superiorland Library Cooperative begins its next fiscal year on October 1, 2019. Jan Shetter **made a motion to reappoint Pat Cheski to**

**continue to represent the Spies Public Library on the SLC Board for another term.**  
Jim Anderson seconded. Motion carried.

**New Business**

None

There being no further business, the meeting adjourned at 11:02 PM.

## Superiorland Library Cooperative (SLC) Board Meeting Report – July 31, 2019

The SLC board of directors met on Thursday, July 25, 2019 via Zoom, instead of ReadyTalk.

The board approved the May and June disbursements, Y-T-D expense and revenue reports, and the balance sheet as of June 30, 2019.

Director Shawn Andary reported on the sound booth installation at Peter White Library, professional development training opportunities for member libraries, change in health insurance provider, an SLC scrapbook, available mini-grants, and RIDES.

Registration for the upcoming UPRLC Annual Conference will soon be online.

After discussion of the MERS 2018 Actuarial Valuation, the board unanimously approved the report. The finance committee will be meeting to determine if additional funds should be deposited into the MERS surplus account.

The Cooperative Director evaluation will be done using a ten-question form on Survey Monkey. This form will be sent to all library directors and members of the SLC board. Responses are anonymous and will be tabulated and summarized by the Personnel Committee, and then presented to the full board in September.

Revisions to the 2018-2019 budget were approved, and the board then reviewed the preliminary draft of the Fiscal Year 2019-2020 budget.

Copies of the SLC board minutes and financial reports are available online on the Superiorland website under Board Resources.

The next regular board meeting will be held on September 26, 2019.

The Superiorland Library Cooperative begins its next fiscal year on October 1, 2019. I would be happy to represent the Spies Public Library again, if you would like to reappoint me.

If you have any questions, please let me know.

Pat Cheski  
906-863-7214



## Superiorland Library Cooperative (SLC) Board Meeting Report – May 30, 2019

Thank you for appointing me to represent the Spies Public Library on the SLC Board. I am a voting member for the current year. Here is a brief summary of the meetings that I have attended.

### **February 21, 2019 Regular Board Meeting**

- Approval of 9/30/18 audit and current financial reports
- Discussion and approval of F/Y 2018/2019 Budget revisions
- Approval to purchase internet service for five member libraries
- Resolution for new Range Bank checking account for ACH payroll services
- Change date of September board meeting to September 26 2019

### **May 6, 2019 Special Board Meeting**

- Discussion and approval to purchase a used soundproof recording booth from the Victoria Wolf bequest to record books by local authors for Great Lakes Talking Books. The booth will be housed at the Peter White Public Library. After a policy has been formulated, the booth will eventually be made available for use by library staff and patrons in the SLC service area to record oral histories, podcasts, etc.
- Approval to extend existing contract with EdTech Strategies until July 31, 2019. This allows the consultant to finalize the establishment of the SLC Internet Consortium and file the remaining paperwork.

### **May 17, 2019 Regular Board Meeting**

- Approval of current financial reports and balance sheet as of 4/30/19
- Update on SLC Internet Consortium and Great Lakes Talking Books booth
- Approval of annual payment to OCLC deposit account
- Discussion of Chapter 1 of the new Michigan Public Library Trustee Manual

### **May 17, 2019 Joint Meeting of SLC and UPRLC Boards**

- First joint meeting of the two boards introduced board members of each group, their mission statements, membership requirements and benefits
- I gave a short presentation on the Cooperative's service plan, schedule of services and fees, and the bylaws, their purpose, and what they define. I further explained when and why recent bylaws amendments were made. The amendments changed the number of voting board members based on library population served. Hopefully, this will encourage smaller libraries to more fully participate on the board by making it easier for them to attract SLC board members.
- Explanation of the relationships between SLC and UPRLC including contracts, agreements and subcommittees
- Discussion on the pros/cons and legal issues of dissolving the umbrella organization – NMLN – Northern Michigan Libraries Network. This group was organized in 2008 when the viability of Michigan cooperatives was in question.

If you have any questions, please let me know.

Pat Cheski

906-863-7214