

**SUPERIOR DISTRICT LIBRARY
BOARD OF TRUSTEES REGULAR BOARD MEETING**

Location: Superior District Library Administration Building

Date: December 17, 2025

Call to Order:

The meeting was called to order at 3:01 p.m. by Board Vice-President, Sheila Bergdoll.

Roll Call:

Present: Secretary Tim McConkey, Trustee Daryl Orr, Treasurer Cris Roll, Vice-president Sheila Bergdoll, and Trustee Jan Reelitz. President Karen McClenny was absent, excused. Also present: Lisa Waskin, SDL District Director; and Suzette Olson, SDL HR/Finance Manager

Public Comments on Agenda Items: None

Discussion/Acceptance of Agenda:

Motion for approval of the amended agenda made by Treasurer Roll, seconded by Trustee Orr.

Discussion: None.

Motion passed unanimously.

Business Items:

Approval of the Minutes from the Regular Board Meeting on November 19, 2025–

A motion was made by Secretary McConkey and seconded by Trustee Reelitz for the approval of the minutes from the Regular Board Meeting on November 19, 2025.

Discussion: None

Motion passed unanimously.

Financial Reports from November 2025:

Motion by Trustee Orr and seconded by Treasurer Roll to accept the Financial Reports November 2025.

Discussion: None

Motion passed unanimously.

Payment of the Bills for November 2025:

Following a review of the expenses for November 2025, the motion was made by Secretary McConkey and seconded by Trustee Reelitz to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

Information Items:

A. Library Director's Report:

1. Minimum Wage Increase January 2026 – An additional minimum wage increase was negotiated into the budget following the shut-down in October. Instead of the previous amount of \$12.50/hr., it was increased to \$12.73/hr. All substitute librarians who were receiving \$12.50/hr. will receive an increase starting on their next paychecks.

2. Drummond Island Library Project – There was a meeting with the C2ae team, School District Superintendent, Bob Vaught, Township Supervisor, Krystal Truax, and SDL District Director, Lisa Waskin on the 15th to discuss the infrastructure issues and subsequent increase in cost for the project. Some alternatives were discussed. The C2ae team will come back with some new ideas, and the Township and School Board will look at possibly utilizing the bus barn as a new library location.
3. New Bayliss Manager/Other Staff Changes – A search was made for a new Bayliss Public Library District Manager, and the position was offered and accepted by Matt Archibald, currently a branch manager at the Traverse Area District Library East Bay Branch Library. He will start on February 16th. Additionally, Meredith Sommers, the current library manager, will be moving over to the Administrative Building and will be taking over the cataloging and processing of books for the district. Alex Pink will switch to the Library of Things Coordinator for the district, and Danielle Galagos will become the new Adult Program Manager for Bayliss.
4. Ingram Book Vendor Accounts – After the closure of Baker & Taylor, all library accounts have been switched over to the Ingram, another book vendor. Meredith will be coordinating the changes with them. She and Lisa met with their representative to discuss the changes and the new procedures.

B. **Treasurer's Report:** Treasurer Roll shared that she had looked over the bills and signed the monthly checks along with the Check Signing Team.

C. **Board President Report – None**

D. **Committee Reports –**

1. **Finance Committee – Michigan Class Investments Update**

2. **Facilities Committee – Drummond Island Library Addition Update**

E. **Communications:** Donation for the Drummond Island Project for \$100,000.00

Action Items:

A. **Unfinished Business:** None

B. **New Business:** None

Trustees' Comments: Thanked Lisa for the meal.

Public Comments on Other Matters: None

Adjournment: Motion made by Treasurer Roll and seconded by Trustee Orr to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 3:24pm.

*Next meeting will be held on Wednesday, January 28, 2026, at 3:00pm at the Bayliss Public Library, located at 541 Library Dr. in Sault Ste. Marie.

Respectfully Submitted

Lisa Waskin

Lisa Waskin, District Director, Superior District Library