

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

Location: Bayliss Public Library

Date: March 2, 2023

Call to Order:

The meeting was called to order at 6:00 p.m. by Board President, Karen McClenny.

Roll Call:

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

Public Comments on Agenda Items: Agenda revision to add items 10 and 11 to New Business. Item 10 to be: Discussion and Approval for board dates and times and Item 11 to be: MERS percentage adjustment.

Discussion/Acceptance of Agenda:

Motion for approval of the agenda made by Trustee Bergdoll, seconded by Trustee McConkey.

Discussion: None.

Motion passed unanimously.

Business Items:

Approval of Minutes from the January 26, 2023, Regular Board of Trustees Meeting

Motion for approval of the Minutes for the January 26, 2023, Regular Board of Trustees Meeting made by Trustee Orr, seconded by Trustee Roll

Discussion: None

Motion passed unanimously.

Financial Reports from January 2023:

Motion by Trustee Roll to accept the January 2023, Financial Reports. Seconded by Trustee McConkey.

Discussion: None

Motion passed unanimously.

Payment of Bills:

Following a review of the expenses, motion by Trustee Orr, seconded by Trustee Bergdoll to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

Information Items:

A. Library Director's Report:

1. **Change Authorized Names on Petty Cash Account at Central Savings –**
Director Waskin shared that the petty cash account still had former manager, Pam Flood, and former HR/Financial Manager, Angie Lane, listed as signers. The

2. Contract Review Committee – The Contract Review Committee, which includes Trustee McConkey, Trustee Roll, and Director Waskin, attended a Zoom meeting with attorney Anne Seurnyck, along with Board President Karen McClenny, on Wednesday, February 15th to discuss the Curtis Public Library Contract and the options for renegotiating, shortening the library hours, or ending the contract. Attorney Seurnyck recommended that the Board end the contract with Portage Township for Library Services at the Curtis Library, citing that there had been several years of monetary loss to the district by having to subsidize the Curtis Library's budget because of insufficient funding from Portage Township and the increased costs of operating the Curtis Public Library. She felt that the library district has a fiduciary responsibility to the residents of the SDL that was not being met by having to make up the shortfall for operation of the Curtis Public Library by taking money from the other libraries in the district. Attempts to increase the amount and/or increase the millage over the past eight years have repeatedly been refused. This past year the Township finally agreed to increase the amount they paid to the district to \$36,000, but this would still fall short of the amount needed to run the library without subsidizing the budget. Manager Linda Blanchard had also shared that the Portage Township had not voted to increase the millage for the upcoming year at their board meeting on February 14th, but instead had voted to keep it at the same rate of 0.5 mil and to pay the SDL the \$36,000. The Portage Township Board did not respond to the contract proposal submitted by Director Waskin or informed them of the millage renewal rate of 0.5 mil that was voted in on February 14th. Therefore, the committee recommended that to the Superior District Library Board that they not renegotiate a contract with Portage Township for library services.

2. Communications: Director Waskin communicated with Attorney Michael Blum of Foster & Swift regarding personnel matters related to the Portage Township contract and the Curtis Public Library staff. Director Waskin shared information from that conversation with the Board. Director Waskin also had a phone call from Portage Township Supervisor, Don Reed, where he confirmed that the Portage Township Board would not be going for an increase in the millage rate and that he did not feel that the library needed the additional funds in order to operate.

Action Items:

Unfinished Business:

None

New Business:

Discussion/Approval of Removing Pam Flood and Angie Lane from the Petty Cash Account at Central Savings and Adding Meredith Sommers and Suzette Olson to the Petty Cash Account at Central Savings– A motion was made by Trustee Roll and seconded by Trustee Bergdoll to remove Pam Flood and Angie Lane from the Petty Cash Account at Central Savings and add Meredith Sommers and Suzette Olson to said account.

Discussion: None

Motion passed unanimously.

Discussion/Approval of the Board Meeting Time and Date Change – A decision was made to table the vote on the day and time change for SDL Board Meetings until the March 23rd board meeting so that Director Waskin could make sure that the fourth Monday of the month at 3pm would work for all of the libraries' schedules.

Discussion/Approval of Adjusting the MERS Contribution Percentage to 5% Starting March 2, 2023 – Motion was made by Trustee Orr and seconded by Trustee McConkey to adjust the MERS employee contribution to 5% effective immediately.

Discussion: None

Motion Passed Unanimously

Trustees' Comments: Trustee Bergdoll shared that she will be absent from the March Board Meeting.

Public Comments on Other Matters: None

Adjournment:

Motion made by Trustee Roll seconded by Trustee McConkey, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 7:30 p.m.

*Next meeting will be on March 23, 2023, at 6:00pm at the Pickford Community Library located in Pickford.

There will be a Policy Committee Meeting at 4:30pm at the Pickford Community Library on March 23rd as well.

Respectfully Submitted

Lisa Waskin

Lisa Waskin, District Director, Superior District Library