

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

**Location:** DeTour School and Public Library

**Date:** August 28, 2023

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**Call to Order:**

The meeting was called to order at 3:00 p.m. by Board President, Karen McClenny.

**Roll Call:**

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

**Public Comments on Agenda Items:** A revision was made to remove Discussion/Approval of the Approved Banking Institutions. This was done in June.

**Discussion/Acceptance of Agenda:**

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

Discussion: None.

Motion passed unanimously.

**Business Items:**

**Approval of Minutes from the June 20, 2023, Budget Hearing, June 20, 2023, Regular Board of Trustees Meeting and the July 27, 2023, Special Board Meeting**

Motion for approval of the Minutes from the June 20, 2023, Budget Hearing was made by Trustee Reelitz and seconded by Trustee Orr.

Discussion: None

Motion approved unanimously.

Motion for approval of the Minutes for the June 20, 2023, Regular Board of Trustees Meeting made by Trustee McConkey and seconded by Trustee Reelitz.

Discussion: None

Motion passed unanimously.

Motion for approval of the Special Board Meeting Minutes from July 27, 2023, was made by Trustee Orr. Motion was seconded by Trustee Roll.

Discussion: None

Motion passed unanimously.

**Financial Reports from June and July 2023:**

Motion by Trustee McConkey to accept the June and July 2023, Financial Reports. Seconded by Trustee Roll.

Discussion: A question was asked about the negative balances on some of the line items.

Director Waskin explained that these were run prior to receiving the Penal Fine money for FY 2022/2023 for the June reports, and for the July reports, we still haven't received any income for the millage taxes.

Motion passed unanimously.

**Payment of Bills:**

Following a review of the expenses, the motion was made by Trustee McConkey, seconded by Trustee Roll to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

### **Information Items:**

#### **A. Library Director's Report:**

1. **Resolution to Elect Trustees to the SLC Board** – due to recent changes in the election process for the Superiorland Library Cooperative Board, member library's boards are now separated into three regional groups across the region and will vote for their region's representatives on the board. Each region will have three representatives on the board. Daryl Orr is currently sitting on the board to fill out a vacancy but will be on the ballot this year. If elected by Group 1, he will serve a two-year term. Trustee Orr is also the current SLC Board Secretary.
2. **Approval of Debbie Baaerman's allowed banking privileges** – The Credit Union on Drummond Island had previously given us the wrong paperwork, and so we need to reapprove the changes to the authorized agents again for the Credit Union and define what her privileges are on the accounts.
3. **Michigan Class Investment Pool**– Director Waskin shared information on a government consortium with a higher interest rate where the library could hold part of its reserve funds to get more interest per year than they are currently getting without the restrictions that are placed on traditional money market and CDs. There was quite a bit of discussion on the company, and it was decided to ask the representative to attend the next board meeting to answer some of the questions put forth by the Trustees.
4. **Revised End of FY2022-2023 Budget** – Director Waskin and Finance Manager Olson shared the End of Year Budget revisions for FY2022-2023. While penal fines came in lower than budgeted, the tax from the millage was higher than projected, so the budget came out better than was expected with a balance of over \$84,000 left over at the end of the year.

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

C. **Board President Comments:** President McClenny stated that she had also signed checks for the month and thanked Manager Stefanski for hosting the board meeting.

D. **Committee Reports:** Director Evaluation Committee met and decided on a plan for the upcoming evaluation. The committee plans to meet on September 13 at the Bayliss Public Library during the UPRLC Board Meeting portion of the UPRLC Annual Conference.

E. **Communications - None**

### **Action Items:**

#### **Unfinished Business:**

None

#### **New Business:**

**Discussion/Approval of the Resolution to Elect Group 1 Superiorland Library Cooperative Board Members** – The motion for the resolution to elect Daryl Orr and Stephanie Swenski to the SLC Board for Group 1 was made by Trustee McConkey and seconded by Trustee Reelitz.

Discussion: None

Motion passed unanimously.

**Discussion/Approval for Making Debbie Baaerman an authorized agent for the Drummond Island Library Credit Union Accounts** – A motion was made by Trustee Roll to approve making Drummond Island Library Manager, Debbie Baaerman, an authorized agent for the Drummond Island Library Credit Union Accounts for the purposes of writing checks from the share draft account, making deposits, use of the debit card, and receiving receipts. She is not authorized to withdraw funds for the accounts. Director Waskin will retain all of her authorizations in the accounts. The motion was seconded by Trustee Orr.

Discussion: None

Motion passed unanimously.

**Discussion/Approval of the Michigan Class Investment Resolution**– No action was taken on this Item at this time.

**Discussion/Approval of the End of Year SDL Budget Revisions for FY2022-2023**– A motion was made to approve the SDL End of Year Budget Revisions for FY2022-2023 by Trustee Reelitz. It was seconded by Trustee McConkey.

Discussion: None

Motion passed unanimously.

**Trustees' Comments:** None

**Public Comments on Other Matters:** Manager Stefanski shared that she will be having her Scholastic Book Fair from October 9-14 this year, and that the Friends of the Library would be selling \$5 raffle tickets for a special quilt.

**Adjournment:**

Motion made by Trustee Reelitz and seconded by Trustee Orr to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 3.47 p.m.

\*Next meeting will be on Monday, September 25<sup>th</sup> at 3pm at the Brevort Township Community Library

Respectfully Submitted

*Lisa Waskin*

Lisa Waskin, District Director, Superior District Library