

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

**Location:** Bayliss Public Library

**Date:** January 22, 2025

---

**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, Treasurer Cris Roll, and Vice-president Sheila Bergdoll. Trustee Jan Reelitz was absent, excused. Also present: Lisa Waskin, SDL Director; Suzette Olson, HR, and Financial Manager for SDL; and Meredith Sommers, Manager of the Bayliss Public Library.

**Public Comments on Agenda Items:** None

**Discussion/Acceptance of Agenda:**

Motion for approval of the agenda made by Vice-President Bergdoll, seconded by Secretary McConkey.

Discussion: None.

Motion passed unanimously.

**Swearing in of Board Members** – All five board members present retook the Oath of Office, which was administered by President McClenny.

**Business Items:**

**Approval of the Minutes from the Regular Board Meeting on December 16, 2024 –**

A motion was made by Trustee Orr for the approval of the minutes from the Regular Board Meeting on November 16, 2024. Motion was seconded by Treasurer Roll.

Discussion: None

Motion passed unanimously.

**Financial Reports from December 2025:**

Motion by Treasurer Roll to accept the December 2025, Financial Reports. Seconded by Secretary McConkey.

Discussion: None

Motion passed unanimously.

**Payment of the Bills:**

Following a review of the expenses for December 2025, the motion was made by Trustee Orr and seconded by Vice-President Bergdoll to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

**Information Items:**

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

1. Drummond Island Building Project – Director Waskin reported that she has been interviewing architect firms regarding the Drummond Island Library addition project. She has also scheduled a meeting with the new Township Supervisor to bring her up to date on what is happening and is also scheduling a visit with c2ae Architects for sometime in February.
  2. Bayliss Public Library 50<sup>th</sup> Anniversary Event – The SDL will be hosting a 50<sup>th</sup> Anniversary Block Party for the Bayliss Public Library on Friday, July 18<sup>th</sup>. This is a family event that coincides with the end of the Summer Reading Program. This year's theme is Color Your World, so the event will feature aspects of this and will include the Administrative Building along with Bayliss. Permits have already been submitted for blocking the street, for having live music and food trucks, and there will be games and prizes for everyone.
  3. Minimum Wage Increase and Sick Time Changes – Current legislation was put into effect this past year to increase the minimum wage from \$10.65 to \$12.48 per hour. In addition, employers are required to give all employees paid sick time at a rate of one hour earned for every 30 hours worked. Currently, SDL offers paid sick time off to all employees except for the subs. The new legislation would require a tracking system with a cap of 72 hours to be earned. The deadline for this to take effect is February 21, 2025. With the changing of the House from Democrat controlled to Republican controlled in the last election, some of these requirements may change before February 21<sup>st</sup>. But in order to be proactive, we will approve the changes according to the current legislation and adjust if needed if it changes.
  4. Reciprocal Retirement Act 88 –
- B. **Treasurer's Report:** Treasurer Roll shared that she had looked over the bills and signed the monthly checks.
- C. **Board President Report –**
1. Committee Appointments for 2025 – All board members will remain in their current roles on the same committees for the upcoming year. (see attached)
  2. Slate of Officers for 2025 – All Officers wish to stay in their current roles, and neither of the other Trustees are interested in becoming an Officer. The Board will vote on the Slate at their February meeting.
- D. **Committee Reports:**
1. Strategic Planning Committee –The meeting was cancelled due to weather making it hazardous for Committee members to attend, and the chair being out of town.
- E. **Communications:** Letter from the Chippewa County Clerk regarding the reappointment of Sheila Bergdoll to the SDL Board for a three-year term.

**Action Items:**

**Unfinished Business:** None

**New Business:**

**Discussion/Approval of Minimum Wage Increase for All Staff Currently Being Paid Less Than the Minimum Wage According to the New Minimum Wage Amount of \$12.48 to Take Effect for the February 16, 2025 Payroll Unless Otherwise Indicated by Changes to the State Legislation** – A motion was made by Treasurer Roll to approve a Minimum Wage Increase for All Staff Currently Being Paid Less Than the Minimum Wage According to the New Minimum Wage Amount of \$12.48 to Take Effect for the February 16, 2025 Payroll Unless Otherwise Indicated by Changes to the State Legislation Motion was seconded by Secretary McConkey.

Discussion: None

Motion passed unanimously.

**Discussion/Approval of the Earned Sick Time Act for All Staff to Take Effect for the February 16, 2025, Payroll, Unless Otherwise Indicated by State Legislation-** Vice-President Bergdoll made a motion to approve the Earned Sick Time Act for All Staff to Take Effect for the February 16, 2025, Payroll, Unless Otherwise Indicated by State Legislation. Motion was seconded by Trustee Orr.

Discussion: None

Motion passed unanimously.

**Trustees' Comments:** Vice-President Bergdoll asked about the status of the Garden Project for the Pickford Community Library. Director Waskin shared that he had not completed the project, given any kind of projected time for doing the project and had not submitted any reimbursement for work not completed. It was decided that Director Waskin would send a Certified Letter to Mr. Fagan requesting reimbursement in the amount of \$3,000 for work not completed.

**Public Comments on Other Matters:** Manager Sommers shared information on the 50-year Anniversary. There will be cake and punch at the Bayliss Public Library on the actual anniversary date of February 28<sup>th</sup>. At that time, information would be shared regarding the 50<sup>th</sup> Anniversary and SDL Block Party, scheduled for July 18<sup>th</sup>. The event would also be the launch of a fundraising kickoff event to renovate the interior of the Bayliss Public Library. Director Waskin has been planning with the city for closing the street, contacting food trucks and musicians, and the event will also coincide with the End of Summer Reading Event.

**Adjournment:** Motion made by Secretary McConkey and seconded by Vice-President Bergdoll to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 4:06 p.m.

\*Next meeting will be held on Wednesday, February 26, 2025, at 3:00pm at the Superior District Library Administration Building, located at 110 Dawson St., Sault Ste Marie, MI.

Respectfully Submitted

*Lisa Waskin*

Lisa Waskin, District Director, Superior District Library