

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

Location: DeTour School and Public Library

Date: June 20, 2023

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, Vice-President Sheila Bergdoll, Secretary Tim McConkey, Trustee Daryl Orr, Trustee Jan Reelitz, and Treasurer Cris Roll Also present: Lisa Waskin, SDL Director; and Suzette Olson, HR and Financial Manager for SDL, and Debbie Baareman, Manager of the Drummond Island Public Library.

Public Comments on Agenda Items: None

Discussion/Acceptance of Agenda:

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

Discussion: None.

Motion passed unanimously.

Business Items:

Approval of Minutes from the May 17, 2023, Regular Board of Trustees Meeting:

Motion for approval of the Minutes for the May 17, 2023, Regular Board of Trustees Meeting made by Trustee Roll and seconded by Trustee McConkey.

Discussion: None

Motion passed unanimously.

Financial Reports from May 2023:

Motion by Trustee Reelitz to accept the May 2023, Financial Reports. Seconded by Trustee Bergdoll.

Discussion: None

Motion passed unanimously.

Payment of Bills:

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

Discussion: Director Waskin pointed out that the check for RIDES Delivery was in this month's checks, but that it is a one-time annual payment for the whole year for all five libraries that have delivery services. Trustee Orr stated that he appreciated the notes on the bills that were not usual monthly payments to explain the costs.

Information Items:

A. Library Director's Report:

1. **Proposed Budget for FY2023-2024** – Director Waskin presented the budget for the upcoming fiscal year, which was just reviewed during the Budget Hearing, immediately preceding the regular board meeting.
2. **Resolution to Appoint Trustee Daryl Orr as a Voting Member of the SLC Board Effective June 20, 2023** – due to recent resignations on the Superiorland Library Cooperative Board, SLC Director Dillon Geshel had asked Trustee Orr if

he would be willing to fill in the remaining term left by one of the exiting board members, effective immediately upon the passage of the resolution by the SDL Board. Trustee Orr has agreed to fill the seat on the SLC board, starting immediately.

3. **Update on Drummond Island Library Addition Project** – Director Waskin attended the Drummond Island Township Meeting on June 6th to discuss plans for an addition for the library with the Township Board and members of the community. Overall, the reaction was positive, but there were reservations by the residents about building the addition out of repurposed shipping container. The fund balance currently available for the project is \$140,000.
 4. **Curtis Library Bank Account Closure** – As part of the ending of the contract for service with the Curtis Library and Portage Township, it is recommended by the attorney that the account at the State Bank in Curtis be closed, and the money be transferred to the Branch Account at Central Savings Bank in order to pay out any remaining bills and severance pay for the library and staff. The board will review what to do with any remaining funds or expenses after all expenses have been paid.
 5. **Trustee Training Opportunities** – On Wednesday, September 13th, Library Law Attorney Clare Membiela will be holding a Trustee Training workshop at the Bayliss Library from 3pm-5pm
 6. **Request to Close Libraries for Staff Training**
- 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 thanked Debbie Baareman for hosting the board meeting.
- D. **Committee Reports:** None
- E. **Communications** – President McClenny shared that several people had told her how much they loved the magician program at the library. President McClenny also shared that she had received an email from Portage Township Supervisor, Don Reed, that was disrespectful and threatening regarding the library’s bank account funds and demanding that SDL return the funds to the library. She replied that once the bills for the year had been paid, the board would review the matter. (These funds are library funds, and not township funds.)

Closed Session – Pursuant to Section 8(c) of the Open Meetings Act, to consult with our attorney regarding settlement strategy, the board of trustees will enter into closed session.

Motion made by Trustee Bergdoll and seconded by Trustee Roll.

Discussion: None

Motion passed unanimously.

Return to Open Session – A motion was made by Trustee Orr to return to Open Session.

Motion seconded by Trustee Roll.

Discussion: None

Motion passed unanimously.

Action Items:

Unfinished Business:

None

New Business:

Discussion/Approval of the FY2023-2024 Annual Budget for SDL – The motion to Approve the Budget for FY2023-2024 was made by Trustee Roll and seconded by Trustee Orr.

Discussion: None

Motion passed unanimously.

Discussion/Approval of the Resolution to Appoint Daryl Orr as a Voting Member for the Superiorland Library Cooperative Board as of June 20, 2023 – A motion was made by Trustee McConkey to approve the Resolution to Appoint Daryl Orr as a voting member of the Superiorland Library Cooperative Board as of June 20, 2023. The motion was seconded by Trustee Bergdoll.

Discussion: None

Motion passed unanimously.

Discussion/Approval of Closing the Curtis Library Account at the State Bank and Transferring the Remaining Funds to the Money Market Account at Central Savings Bank – A motion was made by Trustee Bergdoll and seconded by Trustee McConkey to approve the closing of the Curtis Library Account at the State Bank in Curtis, and to transfer the remaining funds to the Money Market Account at Central Savings Bank.

Discussion: None

Motion passed unanimously.

Discussion/Approval of Closing Superior District Libraries on Wednesday, September 13 and Thursday, September 14 for Staff Training – A motion was made to approve allowing the libraries to close on Wednesday, September 13 and Thursday, September 14 for staff to attend the UPRLC Conference for training by Trustee Roll. It was seconded by Trustee McConkey.

Discussion: Trustee Reelitz wanted to clarify that closure was voluntary by each library.

Director Waskin stated that they did not have to attend, but that each staff member for SDL does need to attend at least one continuing education training session per year in order to qualify for a raise, and this would meet that requirement, so staff is encouraged to attend.

Motion passed unanimously.

Discussion/Approval of the Negotiation of the Settlement Agreement and Mutual Release Between SDL and Mike Briner – A motion was made by Trustee Orr and seconded by Trustee Reelitz to approve the negotiation of the Settlement Agreement and Mutual Release between SDL and Mike Briner.

Discussion: None

Motion passed unanimously.

Trustees' Comments: None

Public Comments on Other Matters: None

Adjournment:

Motion made by Trustee Reelitz and seconded by Trustee McConkey to adjourn the meeting.

Motion passed unanimously. Meeting adjourned at 4:00 p.m.

*Next meeting will be on Monday, July 24th at 3pm at the Engadine Library

Respectfully Submitted

Lisa Waskin

Lisa Waskin, District Director, Superior District Library