

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

Location: Pickford Community Library

Date: November 20, 2023

Call to Order:

The meeting was called to order at 3:02 p.m. by Board President, Karen McClenny.

Roll Call:

Present: President Karen McClenny, Secretary Tim McConkey, Trustee Daryl Orr, Treasurer Cris Roll, Vice-President Sheila Bergdoll, and Trustee Jan Reelitz were present. Also present: Lisa Waskin, SDL Director; Suzette Olson, HR, and Financial Manager for SDL; Emily Hyde, Pickford Community Library Manager, and Jane French, Les Cheneaux Community Library Manager.

Public Comments on Agenda Items: None

Discussion/Acceptance of Agenda:

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

Discussion: None.

Motion passed unanimously.

Business Items:

Approval of Minutes from the October 30, 2023, Regular Board Meeting -

Motion for approval of the Minutes from the October 30, 2023, Regular Board Meeting was made by Trustee Roll and seconded by Trustee Orr.

Discussion: None

Motion approved unanimously.

Financial Reports from October 2023:

Motion by Trustee Bergdoll to accept the October 2023, Financial Reports. Seconded by Trustee McConkey.

Discussion: None

Motion passed unanimously.

Payment of Bills:

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

Discussion: Trustee Orr had a question about the Albert's Heating and Cooling Bill for Bayliss Public Library. Financial Manager Olson explained that it was for a routine Fall maintenance of the system.

Motion passed unanimously.

Information Items:

A. Library Director's Report:

1. **University of Michigan Feasibility Study** – Director Waskin shared information that she had submitted a proposal to the University of Michigan Information

Studies Program to have a free feasibility study done to determine the costs and value of having an internal delivery driver for the SDL libraries. She stated that they had made it to the second round of the process, and she was hopeful that it would be one of the projects taken on by the students as a research project.

2. **MERS Review** – Director Waskin and Finance/ HR Manager Olson met with a MERS retirement representative to discuss options for services that could be added to the retirement plan for SDL to help with employee retention and attracting new employees. They are waiting on a quote for what these services would cost to implement.
 3. **Tax Request Letters** – Director Waskin drafted letters to all of the townships in the district to be sent out with the Tax Request. HR/Finance Manager Olson has sent them out. Unfortunately, the taxes will have to be waived for one more year on the 45 Portage Township households still within the SDL boundaries according to attorney Seurnyck. The Board had approved a waiver until 2024 for those residents, and even though Curtis is no longer part of SDL, the waiver still stands.
 4. **Audit** – Anderson, Tackman has completed the audit and will be presenting at the December board meeting. They did not find any significant concerns during the process, so we are anticipating another good audit this year.
 5. **February Ballot for Millage** – Director Waskin recommended to the board that they should consider putting the millage increase on the February ballot for several reasons. The first is that it would give the library more chances to get the increase passed in the upcoming year if it was not successful the first time. Second, the failed school bond is going to be placed on the ballot again next year, but not on the February ballot, and she felt that it would be best to not have the library’s millage increase on the same ballot as the highly unpopular school bond question. And third, she felt that with very little controversial issues on the February ballot, it stood a good chance of passing the first time around. Attorney Seurnyck would be able to get the ballot language drafted in time to meet the December 5th deadline as well if it is approved.
 6. **DeTour School Addition Project Update** – Director Waskin will be attending the School board meeting on Drummond Island next Monday night. The Gagliardi family members plan to attend to show their support for the project as well.
 7. **All-Staff Day** – There will be an All-Staff Training Day on Wednesday, February 21st at the Pickford Community Library for the entire SDL staff, as well as any other staff from libraries in the area. Laura Warren-Gross from MCLS will be presenting on MeL Resources, as well as Dillon Geshel on SLC programs, Dr. Tetzloff on mental health concerns, Tammy from MERS, the AFLAC representative and Lisa and Suzette on budgets and finances.
- 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 also shared that she had signed checks.
- D. **Committee Reports:** Director Evaluation Committee made up of Jan Reelitz, Karen McClenny, and Suzette Olson, reviewed the responses to the evaluation and have

compiled them to present at the November meeting today in closed session, as requested by Director Waskin under Section 8(a) of the Open Meetings Act.

Adjourned to Closed Session at 3:32pm
Returned to Regular Session at 3:54pm

Action Items:

Unfinished Business:

None

New Business:

Discussion/Approval of Director's Evaluation with a \$600 bonus for Exceeding Goals and Expectations by the Director – A motion was made by President McClenny to approve the evaluation with a \$600 bonus for Director Waskin. Motion was seconded by Trustee Reelitz.

Discussion: None

Motion passed unanimously.

Discussion/Approval of Placing the Millage Renewal for .4976 mils with an additional 0.5mils on the February 27, 2024 ballot – Motion made by Secretary McConkey, seconded by Treasurer Roll. A roll call vote was taken with the resulting vote of 6 yays, 0 nays.

Discussion: None

Motion passed unanimously.

Trustees' Comments: President McClenny and Secretary McConkey both would like to serve on the Yes Committee for the millage proposal.

Vice-President Bergdoll shared an idea to have books at the local airport for travelers.

Public Comments on Other Matters: None

Adjournment:

Motion made by Trustee Roll and seconded by Trustee Bergdoll to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 4:47 p.m.

*Next meeting will be on Monday, December 18th at 3pm at the Bayliss Public Library. It will be preceded by a lunch at 1:30pm

Respectfully Submitted

Lisa Waskin

Lisa Waskin, District Director, Superior District Library