

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

**Location:** Les Cheneaux Community Library

**Date:** October 30, 2023

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**Call to Order:**

The meeting was called to order at 3:03 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 were present. 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:** None

**Discussion/Acceptance of Agenda:**

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

Discussion: None.

Motion passed unanimously.

**Business Items:**

**Approval of Minutes from the September 25, 2023, Regular Board Meeting -**

Motion for approval of the Minutes from the September 25, 2023, Regular Board Meeting was made by Trustee McConkey and seconded by Trustee Orr.

Discussion: None

Motion approved unanimously.

**Financial Reports from September 2023:**

Motion by Trustee Roll to accept the September 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 Bergdoll to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

**Information Items:**

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

1. **MLA Conference Follow Up** – Director Waskin shared information from the Michigan Library Conference that was held in Kalamazoo during October 17-20. She stated that it was one of the best conferences she had ever attended and that she had gotten so much from it including two possible book tours for the following summer, a speaker for an All-Staff Health Day she is planning for the

Spring on mental health for staff and patrons, ideas for more school/public library collaborations, accessibility tools to help make patrons' library experiences better, and that the Awards Banquet and presentation to Jim Bolton for the Heart of a Champion Award was just marvelous. The UP librarians even won the Trivia Night Contest.

2. **Drummond Island Building Project** – Director Waskin has continued communicating with the Gagliardi/San Martin family members on the addition at Drummond Island Library. Director Waskin will be speaking at the DeTour Area School Board meeting in November, and Mr. San Martin is helping to foster discussions with the Drummond Island Township Supervisor.
  3. **Michigan Class Investment Pool** – Director Waskin and Finance Manager Olson had identified two accounts that could draw the funds for the MichiganCLASS investment of \$100,000.
  4. **Library Credit Card Increase** – Because HR/Finance Manager Olson is now doing more ordering for the district libraries, and because of the increased attendance by staff at library conferences, the credit card limit for the district card is no longer sufficient to cover the expenses. Director Waskin is recommending increasing the limit from \$2,000 to \$5,000.
  5. **Investment in CDs for Higher Interest Rates** – Director Waskin shared that she and HR/Finance Manager Olson had been looking at the rates of the current funds held in reserve, and that there are several that are getting almost no interest. Now that rates are going back up, it was suggested that the Finance Committee could recommend moving some funds to higher interest-bearing accounts.
  6. **Health Insurance Rate for 2024**– Director Waskin shared that the rate will increase next year by 8%, but that two people are dropping off so the cost is remaining basically the same as the previous year.
  7. **Reception for Jim Bolton** – We are trying to find a date to have a local party to celebrate his Heart of a Champion MLA Award.
- 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, met and has distributed the Director Evaluation packets to the board, Managers, and Director Waskin. It is due by November 3, 2023. The results will be shared with Director Waskin and discussed at the November Board meeting.
- E. **Communications** – Director Waskin shared that they had received a FOIA request for the E-rate information on the bidding process and contracts for the Drummond Island Library. Director Waskin had discussed the request with SLC Director Dillon Geshel, and HR/Finance Manager Pam Malmsten, as well as the E-rate consultant, Aleck Johnson since it came from a third party company that makes requests on behalf of anonymous persons for FOIA requests. Finding that the organization and the request were legitimate, Director Waskin stated that the SDL has submitted the requested documents on the behalf of the Superior District Library.

**Action Items:**

**Unfinished Business:**

None

**New Business:**

**Discussion/Approval of Transferring \$50,000 from the Soo Cooperative Credit Union Savings Account and \$50,000 from the Central Savings Bank Rosa Grout Fund for a total of \$100,000 to MichicanClass**

– A motion was made by Trustee Roll and seconded by Trustee McConkey to approve transferring \$100,000 into the Michigan Class Local Government Investment Pool, with \$50,000 coming from the Soo Cooperative Credit Union Savings Account, and \$50,000 from the Central Savings Bank Rosa Grout Fund. The funds would be placed in one account and signers would be President Karen McClenny and Treasurer Cris Roll.

Discussion: None

Motion passed unanimously.

**Discussion/Approval of Raising the Superior District Library Credit Card Limit from \$2,000 to \$5,000 for the District**

– A motion was made by Trustee Orr to raise the limit on the SDL Credit Card from \$2,000 to \$5,000 for the Superior District Library. Motion was seconded by Trustee McConkey.

Discussion: None

Motion passed unanimously.

**Trustees' Comments:** None

**Public Comments on Other Matters:** Director Waskin shared that Trustee Karen McClenny's and Trustee Cris Roll's terms are up in December 2023. Both indicated that they wanted to be reappointed to the Superior District Library Board of Trustees.

**Adjournment:**

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

Motion passed unanimously. The meeting was adjourned at 4:15 p.m.

\*Next meeting will be on Monday, November 20 at 3pm at the Pickford Community Library

Respectfully Submitted

*Lisa Waskin*

Lisa Waskin, District Director, Superior District Library