

Northern Michigan Library Network
Board of Directors
Minutes of the Meeting of September 6, 2018

CALL TO ORDER: A meeting of the Board of Directors of the Northern Michigan Library Network was held at the Superiorland Library Cooperative; some Board members participated via ReadyTalk audio conferencing service. The public was invited to participate at the Superiorland Library Cooperative; 1615 Presque Isle Avenue; Marquette. Andrea Ingmire, Chair, called the meeting to order at 1:31 p.m.

Board Members Present: Shawn Andary and Deb Friedman (representing Superiorland Library Cooperative); Andrea Ingmire and Bruce MacDonald (representing Peter White Public Library); Megan Buck and Renee Augustine (representing Dickinson County Library); and Lisa Waskin and Richard Conboy (representing Superior District Library)

Others Attending: Pamela Malmsten, Recorder

Board Member Absent: Stephanie Swenski (representing West Iron District Library)

APPROVAL OF THE AGENDA: A **motion** was made **to approve the agenda as presented** (MSC Deb Friedman /Lisa Waskin). Motion carried unanimously.

PUBLIC PARTICIPATION: There was no public participation.

APPROVAL OF THE MINUTES OF May 21, 2018: A **motion** was made **to approve the minutes of May 21, 2018 as presented** (MSC Bruce MacDonald /Megan Buck). Motion carried unanimously.

FINANCIAL REPORT:

Approval of Disbursements and Year to Date report as of September 6, 2018:
Cash disbursements for October 1, 2017 – September 13, 2018 were reviewed. All NMLN invoices are paid by the Upper Peninsula Region of Library Cooperation on behalf of NMLN. Pam Malmsten summarized the YTD Expense and Revenue Report as of September 6, 2018. Total YTD revenues were \$0.00 and total expenditures were \$1,878. A **motion** was made **to approve cash disbursements of \$1,878 for 10/1/17 – 9/06/18 and the year to date expense and revenue report for October 1, 2017 – September 30, 2018** (MSC Lisa Waskin/Renee Augustine). Motion carried unanimously.

Approval of the FY 2018/2019 Budget: The proposed operating budget for FY 2017/2018 was reviewed. A **motion** was made **to accept the FY 2018/2019 budget [with expenses and revenues of \$2,940] as presented** (MSC Bruce MacDonald/Deb Friedman). Motion carried unanimously.

NEW BUSINESS:

Election of Board Secretary/Treasurer for FY 2017/2018: Andrea Ingmire nominated Bruce MacDonald for Secretary/Treasurer for the remainder of FY 2017/2018. Andrea called three times for other nominations. A **motion** was made to **elect Bruce MacDonald as Secretary/Treasurer of the Northern Michigan Library Network Board of Directors for FY 2017/2018** (MSC Shawn Andary/Deb Friedman). Motion carried unanimously.

Report on Board Terms and Membership: Andrea Ingmire (Peter White Public Library), Stephanie Swenski (West Iron District Library), and Lisa Waskin (Superior District Library) were all reappointed to the NMLN Board. Terms for Andrea Ingmire and Lisa Waskin expire on March 20, 2022 and Stephanie Swenski's term expires on 3/20/2021. Shawn Andary (Superiorland Library Cooperative) was appointed to replace former SLC Director Pam Christensen; Shawn's term expires March 20, 2019. Richard Conboy (Superior District Library) was appointed to replace Rae Klobucher, who resigned from the NMLN Board; Richard's term expires March 20, 2019.

Report on Board Terms that Expire on March 20, 2019: Board member terms that expire on March 20, 2019 include:

1. Shawn Andary, representing the Superiorland Library Cooperative: Shawn's term expires on March 20, 2019.
2. Richard Conboy, representing the Superior District Library; Richard's term also expires on March 20, 2019.

It was noted that Shawn and Richard should be reappointed by their local library boards before the March 2019 NMLN meeting.

Elect Officers for Fiscal Year 2018/2019 and Designate Authority to Sign Contracts, Lease, and Other Legal Documents: Bruce MacDonald offered to serve as Secretary/Treasurer for FY 2018/2019 and Shawn Andary offered to serve as Board Chair for FY 2018/2019. Andrea called three times for nominations; there were no other nominations. A **motion** was made to **elect the following officers for FY 2017/2018: Shawn Andary, Chair and Bruce MacDonald Secretary/Treasurer; and to designate the officers the authority to sign contracts and other legal documents on behalf of the Northern Michigan Library Network** (MSC Lisa Waskin/Megan Buck). Motion carried unanimously.

Approval of Financial Institutions for Investment of Surplus Funds: A **motion** was made to **approve financial institutions Wells Fargo Bank and Range Bank for investment of surplus funds** (MSC Megan Buck/Bruce Macdonald). Motion carried unanimously.

Select Auditor for FY 2017/2018 Financial Audit: A **motion** was made to **engage the CPA firm of Anderson, Tackman, and Company to audit the NMLN financial records for the year ending September 30, 2018** (MSC Megan Buck/Lisa Waskin). Motion carried unanimously.

Other Discussion: Board members agreed that consideration of the possible dissolution of the Northern Michigan Library Network would be an agenda topic at the next meeting.

SET DATES FOR TWO NMLN BOARD MEETINGS FOR FY 2018/2019: Tentative dates and times for FY 2018/2019 NMLN Board meetings are March 7, 2019 at 1:30 p.m. eastern and July 11, 2019 at 1:30 p.m. eastern.

ADJOURNMENT: There being no further business, the meeting was adjourned at 1:55 p.m. on a motion by Deb Friedman, seconded by Shawn Andary.

Respectfully submitted,

Bruce MacDonald, Secretary

Pamela Malmsten, Recorder