

Northern Michigan Library Network
Board of Directors
Minutes of the Meeting of May 21, 2018

CALL TO ORDER: A meeting of the Board of Directors of the Northern Michigan Library Network was held at the Superiorland Library Cooperative and 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 2:02 p.m. eastern.

Board Members Present:

At Superiorland Library Cooperative: Andrea Ingmire, Chair and Bruce MacDonald (representing Peter White Public Library), Shawn Andary (representing Superiorland Library Cooperative), and Richard Conboy (*representing* Superior District Library)

Calling in Via ReadyTalk: Megan Buck (representing Dickinson County Library) and Deb Friedman (representing Superiorland Library Cooperative)

Zoom: Renee Augustine (representing Dickinson County Library)

Others Present: Pamela Malmsten, Recorder

Board Members Absent: Lisa Waskin (representing Superior District Library) and Stephanie Swenski (representing West Iron District Library)

APPROVAL OF THE AGENDA: A **motion** was made **to approve the agenda as presented** (MSC Richard Conboy/Bruce MacDonald). Motion carried unanimously.

PUBLIC PARTICIPATION: There was no public participation.

APPROVAL OF THE MINUTES OF September 28, 2017: A **motion** was made **to approve the minutes of September 28, 2017 as presented** (MSC Bruce MacDonald/Deb Friedman). Motion carried unanimously.

FINANCIAL REPORT: Pam Malmsten presented the financial report.

Approval of Disbursements and Year to Date report as of May 21, 2018: Cash disbursements for October 1, 2017 – May 21, 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 May 21, 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 October 1, 2017 to May 21, 2018 and the year to date expense and revenue report as of May 21, 2018** (MSC Richard Conboy/Bruce MacDonald). Motion carried unanimously.

Approval of the Financial Audit Report as of September 30, 2017: The annual independent audit of NMLN's financial records for the year ended September 30, 2017 was previously distributed to Board members and posted on the NMLN web site. A

motion was made **to accept the NMLN audit for the year ended September 30, 2017** (MSC Deb Friedman/Richard Conboy). Motion carried unanimously.

NEW BUSINESS:

Report on Board Terms and Membership: Recently appointed NMLN Board members include:

1. *Superiorland Library Cooperative:* Shawn Andary was appointed to replace Pam Christensen, who resigned from the NMLN Board on December 31, 2017. Shawn's term will expire on March 20, 2019. Deb Friedman was reappointed to the NMLN Board; her term will expire on March 20, 2022.
2. *Peter White Public Library:* Andrea Ingmire was reappointed to the NMLN Board; her term expires on March 20, 2022.
3. *West Iron District Library:* Stephanie Swenski was reappointed to the NMLN Board; her term expires on March 20, 2021.
4. *Superior District Library:* Richard Conboy was appointed to replace Rae Klobucher, who resigned from the NMLN Board; Richard's term expires on March 20, 2019. Lisa Waskin was reappointed to the NMLN Board; her term expires on March 20, 2022.

It was noted that, since the former NMLN Secretary/Treasurer, Pam Christensen, resigned from the NMLN Board on December 31, 2017, NMLN needs to elect a Secretary/Treasurer. Andrea Ingmire said she would serve as the Acting Secretary for the purpose of signing the minutes until a new Secretary/Treasurer is elected.

Other Discussion--Possible Dissolution of NMLN and Annual Audit Requirement:

The NMLN Board had previously discussed, but subsequently tabled, consideration of dissolving NMLN. The topic was brought up again and it was agreed that the process of dissolution would be a September meeting agenda item. It was noted that the dissolution process is outlined in the original 2008 NMLN Agreement, which states that the governing body of each participating agency has to make a resolution to withdraw from NMLN. The assets (mainly the building) would then be transferred back to SLC. There was also a question as to whether NMLN is required to file an annual audit. The following is an excerpt from the Urban Cooperation Act of 1967, Sec.5(q):

(q) The manner in which strict accountability of all funds shall be provided for and the manner in which reports, including an annual independent audit, of all receipts and disbursements shall be prepared and presented to each participating party to the interlocal agreement.

SET DATE AND TIME FOR NEXT NMLN BOARD MEETING: It was agreed that the next NMLN Board meeting would be scheduled for Thursday, September 6, 2018 at 1:30 p.m. eastern.

ADJOURNMENT: There being no further business, the meeting was adjourned at 2:38 p.m. eastern on a motion by Richard Conboy seconded by Deb Friedman.

Respectfully submitted,

Andrea Ingmire, Acting Secretary

Pamela Malmsten, Recorder