

Upper Peninsula Region of Library Cooperation, Inc.
Annual Business Meeting
Minutes of the Meeting of September 26, 2018

CONVENE THE BUSINESS MEETING: The annual business meeting of the Upper Peninsula Region of Library Cooperation was held at Bay College in Escanaba. Marc Boucher, Chair, called the meeting to order at 9:19 a.m. Pam Malmsten was appointed to be the recorder of the minutes.

PRESENT: A list of UPRLC members present, along with designated voter status, is listed at the end of these minutes.

PRESIDENT'S REMARKS: Marc Boucher welcomed everyone to the UPRLC Annual Meeting and acknowledged Platinum, Gold, and Silver level sponsors. Marc also thanked organizers from Bay College and the Escanaba Public Library and the UPRLC Annual Meeting Planning Committee. Shawn Andary talked about locations and times for breakout sessions and explained how the door prize raffle would work.

TREASURER'S ANNUAL REPORT:

Pam Malmsten presented the Treasurer's Report. UPRLC is a 501(c)(3) non-profit corporation. Since all of UPRLC's members are schools or libraries, the financial audit is conducted using a governmental, rather than non-profit, format and UPRLC complies with all GASB (Governmental Accounting Standards Board) rules. UPRLC has five separate accounting classes including: the General Fund, the Continuing Education fund, the ALS (automated library services) fund, the NMLN (Northern Michigan Library Network) fund, and the employee PTO (accrued leave) fund.

FY 2016/2017 Financial Audit Summary: On October 1, 2017, total fund balances were \$294,717. The NMLN fund balance was \$0, Continuing Education fund balance was \$2,154, the General Fund Balance was \$2,677, the PTO fund balance was \$9,763, and the ALS fund balance was \$280,123. Page 10 of the Financial Audit, the Statement of Net Position and Governmental Funds, shows that UPRLC member library restricted accounts totaled \$6,146.

UPRLC Financial Summary for Year-to-Date 8/31/2018: The combined ALS/NMLN/UPRLC operating budget as of 8/31/2018 showed year to date revenues of \$372,960 and year to date expenses of \$327,178. The balance sheet as of 8/31/2018 showed total assets of \$362,980.03 and total liabilities plus fund balances of \$362,980.93.

FY 2017/2018 Financial Summary: At the end of FY 2017/2018, anticipated revenues, expenditures, and net income for each fund are:

Continuing Education: revenues of \$4,235 and expenses of \$3,800 resulting in net income of \$435.

General Fund: revenues of \$2,816 and expenses of \$1,675, resulting in net income of \$1,141.

ALS/NMLN Fund: revenues of \$403,163 and expenses of \$388,308 resulting in net income of \$14,855.

Total anticipated net income as of 9/30/2018 is \$16,431.

UPRLC Budget for FY 2018/2019: Total budgeted revenues for all funds are \$404,565 and total expenses are \$399,652. Projected net income for FY 2018/2019 is \$4,913.

ELECTION OF THE FY 2018/2019 BOARD OF DIRECTORS:

Each UPRLC member institution may designate a voting member for the purpose of electing a Board of Trustees. Marc Boucher reminded everyone that voting members were designated with colored stars on their name tags. Current board members are: Megan Buck, Amanda Winnicki, Lisa Cromell, Suzanne Dees, Dillon Geshel, Andrea Ingmire, Mary June, Janis Lubenow, Pamela Malmsten, Lisa Waskin, Leslie Warren, and Marc Boucher. Pamela Christensen resigned from the Board on 9/6/2018 and Dion Mindykowski resigned on 3/20/2018.

Board member Suzanne Dees indicated that she would be resigning from the Board effective October 1, 2018. Board members with terms expiring on 9/30/2018 are: Megan Buck, Lisa Cromell, and Mary June. Megan Buck and Lisa Cromell agreed to run for another term. Vice-chair Megan Buck was notified prior to the meeting that Shawn Andary was interested in serving on the Board. Marc Boucher called three times for additional nominations from the floor; Carolyn Stacey was nominated from the floor.

A motion was made to elect Megan Buck, Lisa Cromell, Shawn Andary, and Carolyn Stacey [all with terms expiring 9/30/2021] to the UPRLC Board of Directors for FY 2018/2019 (MSC Leslie Warren/Amanda Winnicki). Motion carried unanimously.

ADJOURNMENT: There being no further business, the Chair declared the meeting adjourned at 9:45 a.m.

Respectfully submitted,

Dillon Geshel, Secretary

Pamela Malmsten, Recorder

Upper Peninsula Region of Library Cooperation, Inc.
Wednesday Registration

Last Name	First Name	Institution	Designated Voter?	Initials
Adams	Pamela	Superiorland Library Cooperative Board	FALSE	PA
Aird	Sue	Hannahville/Nah Tah Wahsh School	TRUE	SA-SD
Ammons	Ruth	Peter White Public Library	FALSE	RT
Andary	Shawn	Superiorland Library Cooperative	TRUE	SB
Ashby	Samantha	Peter White Public Library	FALSE	SA
Badke	Angela	Ojibwa Community Library	TRUE	SAAB
Bayerl	Sandra	Spies Public Library	FALSE	SB
Boucher	Marc	Lake Superior State University	TRUE	MB
Broad	Marlo	Alpena County Library	FALSE	WB
Buck	Megan	Dickinson County Library	TRUE	MB
Chaffin	Melanie	Engadine Library	FALSE	Mc
Ciofu	Monique	Escanaba Public Library	FALSE	Handed
Cromell	Lisa	Munising School Public Library	TRUE	LC
Daly	Rebecca	Finlandia University, Maki Library	TRUE	LD
DeLong	Oscar	Bay College Library	TRUE	OD
Dykhuis	Randy	Midwest Collaborative for Library Services	FALSE	R
Ecklid	Brianna	Escanaba Public Library	FALSE	BE
Edson	Katie	Michigan Technological University Library	TRUE	KE
Engel	Denise	Wakefield Public Library	TRUE	D.E.
French	Jane	Les Cheneaux Community Library	FALSE	J.F.
Geshel	Dillon	Portage Lake District Library	TRUE	DG
Gonyea	Karen	Manistique School Public Library	FALSE	KG
Hamlin	Joe	Library of Michigan	FALSE	
Hoffman	Cheryl	Spies Public Library	TRUE	CH
Holiday	Dee	Peter White Public Library	FALSE	DH
Holman	Jessica	Negaunee Public Library	TRUE	JH
Hook	Mary	Manistique School and Public Library	TRUE	MH
Ingmire	Andrea	Peter White Public Library	TRUE	AI
Jordan	Caroline	Superiorland Library Cooperative Board	FALSE	CB
Kivi	Amanda	Bark River-Harris School	TRUE	AK
Lark	April	Munising School Public Library	FALSE	AL
LaRue	Anna	Alanson Area Public Library	TRUE	A
MacDonald	Bruce	Peter White Public Library	FALSE	Sich
Madziar	Gail	Michigan Library Association	FALSE	GM
Makela	Leslie	Forsyth Township Library	FALSE	LM
Malmsten	Pamela	Superiorland Library Cooperative	FALSE	PM
Meyer	Connie	Crawford County Library	TRUE	CM
Morelock	Jeremy	Superiorland Library Cooperative	FALSE	JM
Mousseau	Nancy	Alpena County Library	FALSE	NM
Neveu	Sabrina	Bayliss Public Library	FALSE	SN
Petoskey	Celestine	LTBB of Odawa Cultural Library	TRUE	CP
Riley	Randy	Library of Michigan	FALSE	RR

Bissell Ann Bay College Invoice False
 Schroeder Martanna Bay College Invoice False

Roil	Cris	Superiorland Library Cooperative Board	FALSE	CR
Ruley	Karyn	Crawford County Library	FALSE	KR
Saffer	Kimberly	Manistique School Public Library	FALSE	
Sargent	Ben	Peter White Public Library	FALSE	BS
Sarjeant	Bruce	Northern Michigan University	FALSE	BS
Schick	Joan	Lake Linden-Hubbell School Public Library	TRUE	JLH
Schroeder	Isabella	Wakefield Public Library	FALSE	IS
Siren	Leo	Ontonagon Township Library	TRUE	ack next
Sparrman	Johanna	West Iron District Library	FALSE	
St. Germain	Jan	Richmond Township Library	TRUE	JS
Stacey	Carolyn	Escanaba Public Library	TRUE	CS
Steelman	Kelly	Michigan Tech. University	FALSE	
Stephens	Michael	Keynote Speaker/Presenter	FALSE	MS
Stonehouse	Fred	Keynote Speaker	FALSE	
Suckow	Lynette	Peter White Public Library	FALSE	LS
Swenski	Stephanie	West Iron District Library	FALSE	SS
Tessmer	Wanda	Carp Lake Township Library	TRUE	WT
Wallace	Charles	Michigan Tech. University	FALSE	
Warren	Leslie	Northern Michigan University	TRUE	WS
Waskin	Lisa	Superior District Library	TRUE	WL
White	Shannon	Library of Michigan	FALSE	WS
Wiercinski	Lynne	Ironwood Carnegie Public Library	TRUE	WL
Willig	Leslie	Forsyth Township Library	FALSE	
Winnicki	Amanda	Menominee County Library	TRUE	AW
Winnicki	Bradley	Menominee County Library	FALSE	BS
Wuokko	Larry	Republic-Michigamme School Public Library	FALSE	WL

Friedman Deb Crawford County invoice LLC
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