

Southwest Michigan Library Cooperative – Council Meeting Minutes

13 April 2017 @ New Buffalo District Library

PRESENT: Hill (Lincoln Twp.), Wallace (Buchanan), Croster-Toy (Watervliet), Rohrbaugh (KPL), Hayes (Galesburg), Gross (Plainwell), Boyer (Benton Harbor), Evans (Bridgman), Greene (Eau Claire), Sisson (Sodus Twp.), Knezic (Berrien Springs), Ray (Cassopolis), McPherson (Willard), Matacio (Andrews Univ.), St. Clair (Andrews Univ.), Stannard (Parchment), Daniels (Hartford), Kersey (Three Oaks), Weston (Dowagiac), Masi (St. Joseph), Kershaw (Martin), Deery (Allegan), Sheridan (Vicksburg), Wiggins (Cassopolis), Grynwich (New Buffalo); Mohny (SMLC Director)

GUESTS: Brian Mortimore (KDL); Brian Mitchell (NIS); Mark Williams (NIS)

Meeting called to order at 2:00 p.m. by President Hill

APPROVAL OF AGENDA:

- Suggestion by President Hill that guest speakers and Bylaws discussion / vote moved ahead of everything else on agenda. Motion by Sheridan, supported Boyer to approve agenda as amended. Motion carried.

PUBLIC COMMENTS:

- No public comments

GUEST PRESENTATION:

- Brian Mitchell and Mark Williams from National Insurance Service and Brian Mortimore from Kent District Library shared the status of the MLA health insurance initiative.
- Questions and comments were as follows:
 - o KDL has switched their “agent of record” to NIS
 - o Goal of NIS is 250 “employees” in the pool before sending RFP
 - Plan to start with one insurance company, but as membership increases hope to increase options (plans and companies)
 - o Cannot include other municipal employees in pool; MUST be affiliated with MLA
 - o Libraries will be able to go back to their previous “agent of record” if desired
 - o Rates should be better for library staff who are currently in the same pool as police / fire
 - o Unable to determine savings at this time (too soon)
 - o Different “start” dates are ok
 - o NIS will have staff available to assist with transition / presentations to Boards

APPROVAL OF MINUTES:

- Motion by Gross, support by Weston to approve October 13, 2016 Council Minutes. Motion carried.

PLAN OF SERVICE AND BYLAWS:

- Motion by Daniels, support by Gross to accept Plan of Service and Bylaws as presented. Discussion followed:
 - o Finance Committee budget policies in the Plan of Service (Section 5.11 and Section 7) have not been followed
 - o Who will be responsible for creating budget, Director or Finance Committee?
 - o Clarification of Board membership / nomination / elections in PoS and Bylaws
 - Incoming President will recommend slate of candidates; Council will elect officers
 - o Requirement to have Trustees on Personnel Committee was removed – too hard to get them to attend
 - Personnel Committee will still survey the Council about Director’s performance.

- Fidelity bond coverage is obtained by the Treasurer. Current coverage is held by Don Young in Watervliet.
- Change language re “surplus funds” to read, “If the Board chooses to invest surplus funds, it will do so in compliance with...” (Article IV, Section 4.04(g)).
- Iron Mountain maintains physical records of the Cooperative (records, minutes, etc.).
- Daniels modified her motion to reflect changes, including recommendation by President Hill to table further discussion of Article V, Section 5.07 of the Plan of Service regarding amount of fund balance to be maintained until next meeting.
- Vote was taken; motion carried by unanimous consent.

TREASURER’S REPORT:

- Treasurer Ray presented the current bills for the Board’s approval.
 - Wallace requested that a column indicating which fund will come from be added to the list
 - Hayes requested a memo field (to clarify purpose of bill) be added as well
 - No grants paid out at this time
 - Motion by Evans, supported by Masi to approve payment of bills

DIRECTOR’S REPORT:

- Director Mohny will work over the coming week to gather costs for budget discussion
- President Hill suggested would be wise to have a Budget Committee meeting before Director Mohny publicizes budget numbers on NewsNotes.
- Director Mohny once again shared the schedule of upcoming meeting dates, including the next Council meeting which will take place in Eau Claire.
- Director Mohny reminded the membership that SMLC Grant requests are due to Lawrence Kapture at PDL by mid-August.

COMMUNICATIONS:

- Director Mohny shared a request from the Sturgis library to join SMLC. He will bring the request before the Board.

OLD BUSINESS: See above discussion of Plan of Service and Bylaws

- Evans discussed results of survey (see attached)
 - Survey was done to “take temperature” of members
 - What is important for the Cooperative to provide
 - Most items split “50/50”
 - Is there a way for libraries to keep services (re Movie Licensing) – maybe sub-groups?
 - KPL generates most income, so population-based services are beneficial to them
 - Priorities seem very similar to when current services were established by Rick Hulsey

COMMITTEE REPORTS: No reports. Personnel and Finance Committees need to meet.

NEW BUSINESS:

- Director’s meeting May 11 at Paw Paw. Shirley Bruursma will be available for advice.
- Next Council meeting: August 10, 2017 at Eau Claire (Lunch, 1:00; Council, 2:00; Board, 3:00).

Meeting adjourned at 3:33.

Respectfully submitted,

Helena Hayes, Secretary