

Southwest Michigan Library Cooperative – Board Meeting Minutes
12 October 2017 @ Eau Claire District Library

PRESENT: Evans (Bridgman), Wunderlich (Van Buren); Hayes (Galesburg); Wallace (Buchanan); Compoe (Niles); Jellies (Lawton); Wolbers (Coloma); Deery (Allegan); Erlandson (Allegan); Croster-Toy (Watervliet); Weston (Dowagiac); Mohny (SMLC Director)

Meeting called to order at 3:01 p.m. by President Wallace

APPROVAL OF AGENDA:

- Motion by Weston, supported by Wunderlich to approve agenda as presented. Motion carried.

PUBLIC COMMENTS:

- No public comments

APPROVAL OF MINUTES:

- Motion by Jellies, supported by Evans to approve April 13, 2017 Board Minutes. Motion carried, following discussion of adding new members only after notice and analysis.

PRESIDENT’S REPORT:

- Personnel Committee will meet after first of new year to begin process of Director evaluation
- Nominating Committee - (Evans and Hayes) kept rotation with parameters of the Plan of Service
 - Presented list of new Board members
 - Jellies (Lawton)
 - Evans (Bridgman) - Vice President
 - Hayes (Galesburg) - Secretary
 - Wallace (Buchanan) - President
 - Weston (Dowagiac)
 - Norwood (Coloma)
 - Compoe (Niles)
 - Wunderlich (Van Buren) - Treasurer
 - Weiber (Kalamazoo PL)
 - Motion by Wallace, supported by Weston to accept new Board members

TREASURER’S REPORT:

- New Treasurer Wunderlich will explore the books she just received from past-Treasurer Ray; will report on anything outstanding and figure out “end of the year”
- Evans reminded Board that contract with the accountant expires in December
 - Director Mohny will contact accountant
 - Discussed possibility for Treasurer to handle all tasks
 - Need to change banking information (signatories, etc.)
 - We will continue using accountant through end of contract

- New Treasurer Wunderlich will meet with past Treasurer Ray and will communicate her findings to Finance Committee

DIRECTOR'S REPORT:

- Budget
 - Only income is State Aid
 - Fund Balance is \$125,000 (approx.)
 - Expenses
 - RIDES - entire amount for all member libraries
 - Memberships for MCLS & MLA for all member libraries
 - Film licensing
 - Director Mohney indicated he is corresponding with companies
 - Grants
 - Workshops
 - Travel / Meals
 - Director's travel to Co-op Director's meetings
 - Food (lunch) for Co-op Council meetings
 - MIRS (news from State of Michigan)
 - Director reads; will send to Newsnotes if Board desires
 - MCDA (Michigan Cooperative Directors Association) dues
 - Attorney (Anne Seuryneck)
 - Board needs to vote to approve budget
 - Board needs to determine desired fund balance moving forward
 - If we continue to spend at current level, fund balance will be gone within five years
 - Possible cuts
 - Meals for Council meetings
 - Morning meetings = rolls, coffee = cheaper
 - Film licensing
 - RIDES (partial instead of full)
 - Would be helpful if we had "year end" (see Treasurer's Report)
 - Motion by Evans to approve budget we received via email from Director Mohney, support by Jellies; unanimous approval
 - With mathematical corrections
 - Legal fees - \$2,500
 - Total expenditures - \$245,595
 - State Aid - \$225,614
 - Fund balance - \$125,000
- 2018 Meeting dates & locations
- 2018 Slate of Officers; motion by Weston, support by Compoe; unanimous approval
 - President - Wallace (Buchanan)
 - Vice President - Evans (Bridgman)
 - Secretary - Hayes (Galesburg)
 - Treasurer - Wunderlich (Van Buren)

COMMUNICATIONS:

Director Mohny received email / phone call from Hillsdale Community Library re: joining SMLC

UNFINISHED BUSINESS:

No unfinished business

NEW BUSINESS:

No new business

Meeting adjourned at 3:55 pm.

Respectfully submitted,
Helena Hayes, Secretary