

**Southwest Michigan Library Cooperate Board Meeting**  
**29 May 2018**  
**Paw Paw District Library**

The meeting was called to order at 2:10 PM by President Barbara Gordon.

Members present: Gretchen Evans, Bridgman; Faith Wolbers, Coloma; Ann Greene, Eau Claire; Michael Cockrell, Kalamazoo, Stevyn Compoe, Niles; Dan Hutchins, Van Buren. Also present: John Mohney, SMLC Director.

Excused: Matt Weston Absent: Helena Hayes

The following issues were discussed but no action was taken at this meeting.

The fund balance was discussed. The original goal for SMLC was a 13% fund balance. We currently have a 48% fund balance. After some discussion, it was decided to suggest a 30% fund balance to the membership.

The Board would like to know what kind of services the membership would like the Cooperative to provide. Staff workshops and training were suggested as something beneficial to all libraries. This idea met with approval of all present. Another suggestion was for a technology consultant that member libraries could use. Gretchen will survey the membership for ideas for workshops as well as other services.

The website needs to have the Plan of Service and the minutes updated.

No one has a copy of the Mission Statement. Barbara will look at the mission statements for the other library cooperatives. We think that we probably need to update ours. In the meantime, we will try to find it.

During discussion of the process of doing the evaluation of the Cooperative Director it was suggested that the most recent job description be used. John requested specific goals for him, based on the online survey. Barbara will contact Anne Seurnyck with regards to changing the Bylaws to reflect a 2 year evaluation and contract. We would also like for Ms. Seurnyck to suggest wording for a contract.

The Budget for 2018-2019 was discussed. It was decided to increase the line item for training/workshops from \$2,000 to \$10,000. If we change to a 30% fund balance, that would free \$31,500 from the current fund balance. John mentioned that the line item for Rides includes payment for all stops as required by MCLS. In the past, SMLC has paid for 2 stops and each library picked up the cost for additional stops.

Michael mentioned that Kalamazoo uses ONEplace@kpl, which is a management support organization offering resources and services to nonprofit staff, board, and volunteers in Kalamazoo County. It might be a possibility for staff training.

Meeting adjourned at 3:25 PM.

Minutes taken by **Ann Greene**