



WOODLANDS LIBRARY COOPERATIVE GOVERNING BOARD

Thursday, March 18, 2021
Virtual Meeting

MINUTES

Order

The regular meeting of the Woodlands Library Cooperative Governing Board was called to order at 5:06 pm by President Allen Henson.

Roll Call

Governing Board members present:

Allen Henson – Albion District Library
Wayne Summers – DeWitt District Library
Joni Jeffery – Grand Ledge Area District Library
Jackie Barber – Jackson District Library
Beth LaPensee – Monroe County Library System
Christy Trigg – Putnam District Library
Greg Brown – Schultz-Holmes Memorial Library

Governing Board members absent:

Martha Watson – Branch District Library (excused)
Patsy Hart – Litchfield District Library (unexcused)

Others present:

Kate Pohjola Andrade – Woodlands Library Cooperative
Laura Claucherty - Woodlands Library Cooperative

Agenda

It was moved to accept the agenda as presented. (Moved: Summers, Second: Jeffery. Roll Call Vote: 6 Yeas, 0 Nays. Motion: Carried)

Minutes

It was moved that the minutes of January 21, 2021 be approved as posted. (Moved: Trigg, Second: LaPensee, Roll Call Vote: 6 Yeas, 0 Nays. Motion: Carried)

Financial Report

Approve January & February Bills

Kate reported that Woodlands has received the first direct state aid installment, and member state aid payments will start to be invoiced as soon as the Library of Michigan informs us of the amounts.

The January Financial Statement shows income as \$200,600, and expenses as \$268,583.06, for a balance of -\$67,983.06. Pass through income is \$55,105.46 and expenses are \$36,959.46, for a total balance of -\$49,837.06. The bills for January are \$69,132.70.

The February Financial Statement shows income as \$200,600 and expenses of \$293,137.68, for a balance of -\$92,537.68. Pass through income is \$58,828.46, and expenses are \$36,959.46, for a total balance of -\$70,668.68. The bills for February are \$24,554.62.

It was moved that the January and February financial reports be received and placed on file. (Moved: Trigg, Second: LaPensee, Roll Call Vote: 6 Yeas, 0 Nays. Motion: Carried.)

Communications

The Woodlands office received a newsletter from the Waldron District Library. Kate also receives several digital newsletters as well.

Director's Report

- Kate will be developing a strategic planning proposal, which she will present to the planning and evaluation committee for their input. After she has the proposal finalized she will seek quotes. Kate wants to hire someone outside the cooperative for strategic planning in order to participate in the process.
- Kate has been taking advantage of online training in diversity and inclusion. This topic needs to be introduced at the local level to get everyone involved, and we need to know how it should impact libraries and their services.
- Kate reported she provided board orientation for the Jackson District Library last week.
- The Library Privacy Act has had some changes, and Kate has been addressing questions pertaining to that.
- Kate received stats for Woodlands' tutor.com service, and has been getting good feedback.
- The state has updated the Uniform Chart of Accounts requirement, and the Library of Michigan held a webinar for librarians about conforming to the new standard. The Michigan Cooperative Directors Association is planning to hold an additional webinar addressing some of the issues covered at the LM webinar.

Advisory Council Report

There was no Advisory Council Report for this Governing Board meeting.

Committee Reports

Children & Teen Services and Continuing Education

These two committees have not met since members are busy handling covid at their libraries, and since we cannot have workshops at this time. Committees are on a two-year term and will reorganize in October. Woodlands held their last workshop in March 2020, a year ago.

Planning & Evaluation

Kate reported she will have the Planning & Evaluation committee review the strategic proposal after it has been drafted.

Personnel Committee

Kate informed the board that staff were implementing the new MERS retirement option.

eResources

The eResources committee is still ordering materials and maintaining the Woodlands Downloadable Library.

Unfinished Business

There was no Unfinished Business for this Governing Board meeting.

New Business

There was no New Business for this Governing Board meeting.

Break

The Board did not take a break.

Next meeting


The next Governing Board meeting will be Thursday, May 20, 2021.

Public Participation

There was no public participation for this Governing Board meeting.

Adjourn

There was a motion to adjourn the meeting. (Moved: Trigg, Second: LaPensee: Motion: Carried.)



Wayne Summers, Woodlands Library Cooperative
Governing Board Secretary/Treasurer