



## **WOODLANDS LIBRARY COOPERATIVE GOVERNING BOARD**

Thursday, July 12, 2023  
Homer Public Library

### **MINUTES**

#### **Order**

The regular meeting of the Woodlands Library Cooperative Governing Board was called to order at 5:03 pm by President Greg Brown.

#### **Roll Call**

Governing Board members present:

Sally Seifert – Charlotte Community Library  
Ameenah Asante – East Lansing Public Library  
Karen Hill – Hillsdale Community Library  
Jacqueline Barber – Jackson District Library  
Ellen Krenz – North Adams Community Memorial Library  
Greg Brown – Schultz-Holmes Memorial Library  
Gayle Hazelbaker – Stair District Library

Governing Board members absent:

Joni Jeffery – Grand Ledge Area District Library (excused)  
Beth LaPensee – Monroe County Library System (excused)

Others present:

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

#### **Agenda**

It was moved to accept the agenda as presented. (Moved: Hill, Second: Barber. Motion: Carried)

#### **Minutes**

It was moved that the minutes of March 16, 2023, be approved as posted. (Moved: Hazelbaker, Second: Hill, Motion: Carried)

#### **Financial Report**

Woodlands has started to receive our state aid income increasing our cash flow.

##### **Approve March, April, May & June Bills**

The March Financial Statement shows income as \$200,450.00, and expenses as \$327,168.31, for a balance of -\$126,718.31. Pass-through income is \$73,021.74 and expenses are \$56,165.51, for a total balance of -\$109,862.08. The bills for March are \$26,196.39.

The April Financial Statement shows income as \$409,380.56 and expenses of \$358,583.90, for a balance of \$50,796.66. Pass-through income is \$82,830.97, and expenses are \$63,941.77, for a total balance of \$69,685.86. The bills for April are \$39,191.85.

The May Financial Statement shows income as \$615,689.99, and expenses as \$422,809.22, for a balance of \$192,880.77. Pass-through income is \$82,862.01 and expenses are \$70,197.21, for a total balance of \$205,545.57. The bills for May are \$70,480.76.

The June Financial Statement shows income as \$615,689.99 and expenses of \$464,495.71, for a balance of \$151,194.28. Pass-through income is \$82,886.97, and expenses are \$76,429.86, for a total balance of \$157,651.39. The bills for June are \$47,919.14.

It was moved that the March, April, May and June financial reports be received and placed on file. (Moved: Seifert, Second: Asante, Motion: Carried.)

### **Communications**

The Woodlands office received newsletters from the Jonesville District Library and the Jackson District Library. We also receive several other newsletters electronically.

### **Director's Report**

- The library community is still being plagued by material challenges and requests for reconsideration. Libraries need to be prepared and make sure all their policies are up to date.
- The bus Woodlands chartered to ALA in Chicago had 24 participants. Kate said she really enjoyed it and got to talk to several vendor representatives.
- Kate will give training for the Hillsdale Community Library board tomorrow evening. She will also provide board training in August for the Schultz-Holmes Memorial Library. Kate also plans to help the Eaton Rapids Area District Library with strategic planning.
- In May she attended the Michigan Library Association Think Space session at the Boyne Mountain Resort. The Think Space topic was Holding True to Our Values and Staying Strong.

### **Advisory Council Report**

Woodlands held a hybrid in-person and Zoom Council meeting in June. Since the meeting was only attended by the hosting library director, Woodlands is going to totally virtual Advisory Council meetings for now. Woodlands will host the cooperative director's meeting in August in Albion.

### **Committee Reports** **Committees**

The committees are being restructured. Kate has had many people volunteer to serve on the committees, and committees will start to meet and make plans soon.

#### **eResources**

The eResources committee will meet on Friday. Our current chair is moving out of state, and we need to select a new chair for that committee.

### **Unfinished Business**

The Board provides three members to the Personnel Committee, along with three representatives from the council. The Board's current committee members are Sally Seifert and Joni Jeffery. Ellen Krenz has volunteered to be our third representative. The committee will soon conduct Kate's annual evaluation.

### **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, September 21, 2023. The location is yet to be determined.

### **Public Participation**

There was no public participation for this Governing Board meeting.

**Adjourn**

Gayle Hazelbaker made a motion to adjourn the meeting at 5:45 pm.

A handwritten signature in cursive script that reads "Jacqueline Barber".

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Jacqueline Barber, Woodlands Library Cooperative  
Governing Board Secretary/Treasurer