

**Midwest Collaborative for Library Services  
Board Meeting Minutes  
August 14, 2013  
MCLS Office  
1407 Rensen Street  
Lansing, MI 48910**

**I. Call to Order – Meeting was called to order at 10:06 am**

A. Roll Call & Accountability of Meeting Preparation

Present: Roethemeyer, Arnett, Currie, Flick, Fore, Hooks, Lincoln, Logan, Mitchell, Robertson, Stringfellow, Walker, Dykhuis

Guests: Schaubman, Thomas

Absent: Lansdale, Lunsford, Skib

B. Approval of the Agenda

Motion to approve agenda, as amended by Arnett, Robertson seconded. Motion approved.

C. Operational Consent Agenda

Motion to approve Operational Consent Agenda by Currie, seconded by Lincoln. Motion approved.

D. Board Consent Agenda

Motion to approved Board Consent Agenda by Logan, seconded by Fore. Motion approved.

**II. Executive Director**

A. Executive Director report

Dykhuis reported that MCLS continues to talk to the Indiana State Library (ISL) about a partnership to offer online classes through Ed2Go. In addition, MCLS is working with ISL to schedule several webinars for ISL's resource sharing advisory committee. The webinars will be with vendors that have products for statewide resource sharing and are designed to give the committee an overview of the current environment.

Dykhuis said that the Browzine project is going well. David Votta & Elaine Meyer will visit all 9 pilot libraries to answer questions about the pilot project and discuss the marketing that MCLS will help coordinate.

Planning for the inaugural Great Lakes Resource Sharing conference planning continues. The call for proposals will go out in mid-September, and the agenda will be announced by mid-February.

The daycare center has moved into the Morenci building. There may still be interest from another organization to purchase the space.

B. Policy 2.5 Financial Condition and Activities Report

The Board discussed the monitoring report for policy 2.5. After discussion, Arnett moved to accept the report, as revised. Hooks seconded. Motion approved.

- C. FY2013 Budget – YTD update  
Dykhuis gave a year-end report of the FY2013 budget.

### **III. Board Operation**

- A. Nominating committee report for 2013 election  
On behalf of the Nominating Committee, Currie presented the 2013 slate. The nominees include:  
IN Public Library representative - Patty Stringfellow, Jasper County Public Library  
IN At-large representative - Brad Eden, Valparaiso University  
MI Academic Library representative - Scott Garrison, Ferris State University  
MI Special Library representative - Audrey Bondar, Henry Ford Hospital

The committee moved to accept the slate as presented. Motion approved with one abstention.

- B. 2013 Annual Meeting Review  
The Board discussed the agenda for the Annual Meeting, which will be held on October 4 at The Marten House in Indianapolis. Dykhuis and Roethemeyer will meet to further refine the agenda to reflect the Board's priorities.
- C. 2013 Retreat Agenda Development  
The annual retreat is scheduled for November 7 and 8 in New Buffalo. Marnie Maxwell will facilitate the meeting, which will continue the year-long discussion on ownership linkage.

The orientation for new Board members will be held during the last week of October, most likely in the Kalamazoo area. Dykhuis will contact Eric Craymer about facilitating.

- D. Executive Director Compensation Review Task Force  
The Board went into Executive Session to discuss the report from the task force.

### **IV. Ends Policy Development**

- A. Ownership Linkage Policy & activities  
On behalf of the committee, Currie presented proposed wording for revising Policy 3.8. After discussion, the Committee moved to amend the Board policy manual by adding the following to Policy 3.8:

- 3. Ownership Linkage Committee
  - a. Product: Development and monitoring of an Ownership Linkage Plan in accordance with Policy 3.5 Board Linkage with Ownership.
  - b. Authority: To incur no more than an amount approved by the Board for direct charges and use of no more than 50 person-hours staff time per annum.
  - c. The committee should be comprised of at least four Board members, two from each state.
  - d. Every three years, beginning in 2014, the committee will review the Ownership Linkage Plan, modify as necessary, and outline a plan of action

including methods of gathering data and monitoring goals for the upcoming three years.

- e. Each year, the committee will propose a detailed plan of action for the upcoming year, to be approved by the Board at the August meeting.
- f. Depending on the method chosen, the committee may request that the CEO hire a facilitator to assist with implementation of the plan.
- g. The committee will use publications, such as *C-O-N-N-E-C-T, A Guide to Ownership Linkage*, as guides for developing the Ownership Linkage Plan.

Motion approved.

**V. Board Self-Assessment**

The board assessed today's meeting.

**VI. Adjournment**

The meeting adjourned at 2:00 pm.