

Midwest Collaborative for Library Services
Board Meeting Agenda
Online - Zoom
February 16, 2024 (10:00 a.m. – 2:00 p.m. Eastern)

I. Call to Order

A. Roll Call and Accountability of Meeting Preparation

Board President Trista Smith called the meeting to order at 10:04 a.m.

Present: Boruff-Jones, Frank-Wilson, Hawthorne, Lake, LaPrise, Martin, Patton, Poplawska, Riley, Shaw, R. Smith, T. Smith, Speer, Tuite, Waskin

Guests: Stephanie Davis, Scott Garrison, Linda Powell, Pam Seabolt

B. Agenda Approval

Motion: approve motion as amended (move 3.3 to IV. below). *Moved and seconded. Motion passed.*

C. Board President brief remarks

Board President Smith set some basic context for the Board meeting.

II. Required Approvals and Consent Agendas

A. Required Approvals – Executive Director Monitoring Reports (*Internal*)

1. Monitoring Report for Policy 2.5 – Financial Condition and Activities (November)
2. Monitoring Report for Policy 2.6 – Asset Protection
3. Monitoring Report for Policy 2.7 – Ends Focus of Contracts
4. Monitoring Report for Policy 2.10 – Facilities/Landlord

Motion: accept reports. *Moved and seconded. Motion passed.*

B. Required Approvals – Board Meeting Minutes

1. September 2023 Special Board Meeting minutes
2. November 2023 Board Meeting minutes
3. January 2024 Special Board Meeting minutes

Motion: accept all minutes documents. *Moved and seconded. Motion passed.*

C. Board Self-Assessment Against Board Means Policies (according to monitoring schedule)

1. Review of Policy 3.2 – Board Job Description
2. Review of Policy 3.4 – Agenda Planning
3. Review of Policy 3.6 – Officers Roles

Motion: approve policies. *Moved and seconded. Motion passed.*

III. Assurance of Effective Performance

A. Receipt of Monitoring Reports; Challenges to Monitoring; Vote on Compliance

The Board discussed the importance of doing monthly monitoring report work. The report files are due by last day of the month, so Board members should plan to review at the beginning of each month, and track their review data using the spreadsheet on the Board's SharePoint site.

B. Operational Updates

Board members asked questions about details of Garrison's report and discussed aspects of the Board retreat. Garrison will send monitoring reports that need to be assigned to Board members.

C. Next Monitoring Assignment

IV. Board Development

Board Engagement and Culture - Linda Powell, Integrated Success Consulting (includes lunch 12:00-12:20)

A. Review of Policy 3.3 – Board Members' Code of Conduct

Linda Powell spent time with the Board to review what Board members appreciate most about MCLS, and help the group articulate its desired culture.

V. Ownership Linkage

A. Communication with the External Environment Related to Board's Annual Agenda

B. Ownership Communication

The Board members discussed participating in strategic plan listening tour sessions and doing follow-up work including interviewing stakeholders who do not participate in listening tour sessions.

VI. Announcements

Staff reminded the Board about upcoming MCLS strategic plan listening tour sessions in late February and early March, asking them to remind colleagues to participate.

VII. Comments for the Good of the Order

VIII. Adjournment

Motion: *adjourn meeting. Moved and seconded. Adjourned at 1:56 p.m.*