

Midwest Collaborative for Library Services
Meeting Minutes
November 5 - 6, 2015

I. Call to Order – Meeting called to order at 3:24 pm

- A. Roll Call & Accountability of Meeting Preparation
Present: Arnett, Bondar, Davis, Dykhuis, Eden, Garrison, Hauser, Helmen, Mitchell, Riley, Roethemeyer, Shaw, Skib, Speer, Stringfellow, Walker
Guests: Bobay, Gallagher, Kirkpatrick, Ladiski, Linderman, Schaubman
- B. Approval of the Agenda
Motion by Skib. Seconded by Eden. Motion approved.
- C. Operational Consent Agenda
Motion by Roethemeyer. Seconded by Stringfellow. Motion approved.
- D. Board Consent Agenda
Motion by Garrison to move Review of Policy 3.8 to board operation for discussion. Seconded by Hauser. Amendment approved. Motion by Roethemeyer to approve as amended. Seconded by Stringfellow. Motion approved as amended.

II. Executive Director & Operations

- A. Executive Director report
Dykhuis reported on highlights of his written report. Regional meetings were held in Indiana. They were well attended and the attendees were engaged. He was happy with the regional meetings in both states.
In personnel news, Megan Bauerle has begun as the new Member Services Assistant.
- B. Auditor report – Trey Williams, CPA, Maner Costerisan
Williams reviewed the FY2015 audit. After discussion, Roethemeyer moved to accept audit report as an external review. Seconded by Shaw. Motion approved.

III. Board Operation

- A. 2016 Officer Election
Arnett opened the floor for nominations for Chair, Vice Chair and Secretary. Roethemeyer proposed slate of Mitchell for Chair, Stringfellow for Vice Chair, Davis as Secretary. Seconded by Eden. Motion approved.
- B. 2016 Meeting Dates
Ladiski will poll the Board for available dates for the 2016 Board meetings. The 2016 Board retreat will be held at the Harbor Grand Resort on November 3-4. If that date is unavailable, October 20-21 will be the alternate choice.
- C. Review of Policy 3.8 – Board Committee Structure (*Direct Inspection*) –
Garrison noted that there was no description of the role of Executive committee listed in Policy 3.8. Motion made by Garrison to change Policy 4.5 to replace “executive committee” with “officers of the board”. Seconded by Roethemeyer. Motion approved.

Motion by Arnett to amend Policy 3.8 by striking “and leadership development” and to replacing “Define an annual curriculum” with “provide”. Seconded by Mitchell. After

- discussion, Roethemeyer moved to amend the motion to leave “and leadership development”. Seconded by Mitchell. Amendment approved. Motion approved as amended.
- D. Executive Director’s annual review (Executive Session)

IV. Ends Development

- A. 2016 Annual Meeting plan & agenda
Arnett appointed Randy Riley, Kate Linderman, & Paul Gallagher to a task force to determine the agenda and structure for the 2016 annual meeting.
- B. 2016 Ownership Linkage plan
Garrison, Ownership Linkage committee chair, presented a proposed plan. Motion by Garrison to amend Policy 3.5.4 add “in 2016,” then strike “a three-year” and replace with “an interim”. Seconded by Davis. After discussion, the motion and second were withdrawn. Motion by Mitchell to amend Policy 3.5.4 to strike “three year” and amend Policy 3.8.3.d to strike references to three years and change the year to 2016. Seconded by Garrison. Motion approved.

Arnett appointed Garrison, Eden, Bondar, and Linderman to the Ownership Linkage committee for 2016. Garrison will continue as chair. Arnett appointed Dykhuis as ex-officio member of the committee.

- C. 2016 Board Agenda
Topics for upcoming 2016 Board meetings were discussed. Locations for 2016 board meetings will be Concordia Theological Seminary in Ft. Wayne for February, MCLS offices in Lansing for May and the Indiana State Library in Indianapolis in August.

V. Board Self-Assessment

Walker, Roethemeyer, and Arnett were recognized for their contributions to MCLS and the Board.

VI. Adjournment

Meeting was adjourned at 12:17 pm.