

Midwest Collaborative for Library Services
Board Meeting Minutes
February 20, 2015

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

- A. Roll Call & Accountability of Meeting Preparation
Present: Arnett, Bondar, Davis, Dykhuis, Garrison, Hauser, Helmen, Mitchell, Riley, Roethemeyer, Skib, Stringfellow, Walker
Guests: Ladiski, Schaubman
Absent: Eden
- B. Approval of the Agenda
Arnett noted to move Policy 2.7 report from operational consent agenda. Motion to approve, as amended by Roethemeyer, seconded by Skib. Motion approved.
- C. Operational Consent Agenda
Motion to approve by Roethemeyer, seconded by Garrison. Motion approved.
- D. Board Consent Agenda. Motion to approve by Davis, seconded by Hauser. Motion approved.
- E. Report for Policy 2.7 – Ends Focus of Contracts & Grants (*Internal*) –
Arnett noted receiving number of responses that this report was posted a couple of days late. Motion to approve by Roethemeyer, seconded by Davis. Motion approved.

II. Executive Director & Operations

- A. Executive Director report
Dykhuis discussed what MCLS has learned through the community conversations. Some “low hanging fruit” has been identified, such as facilitating more communication among libraries. Activities to address this need are in the planning stages.

One of these projects is called “Library Match” and a grant to fund it has been submitted to The H.W. Wilson Foundation. If approved, the grant will be used to purchase equipment that participating libraries can use to talk to a peer library in the other state.

Another project to help with communication is “One book, Two states, Lots of Librarians”. Staff will submit a set of book titles for suggested reading and librarians will be invited to vote for their favorite on our Facebook page. The books that will be voted upon are: *The Gen Z Effect: The Six Forces Shaping the Future of Business*, *Contagious: Why Things Catch On*, *It's Complicated: The Social Lives of Networked Teens*, & *Library 2020: Today's Leading Visionaries Describe Tomorrow's Library*. Activities will be held this summer.

MCLS has been helping facilitate conversations with the Library of Michigan, Michigan State University, Wayne State University, and the University of Michigan to create a Michigan service hub for DPLA.

B. Preliminary FY2016 Budget outlook

Dykhuis gave preliminary overview of FY2016 budget. The full budget will be presented at the June Board meeting.

Dykhuis reported that FY2015 is on-track with previous estimates of revenue and expense for the year.

III. Board Operation

A. Re-adopt Policy Manual

Annually the policy manual needs to be re-adopted. Motion made by Mitchell to re-adopt the policy manual, seconded by Stringfellow. Motion approved.

B. 2015 Policy Monitoring appointments

Arnett reassigned Board compliance reports as follows:

- Policy 4.2 was assigned to Hauser
- Policy 4.3 was assigned to Shaw
- Policy 3.1 was assigned to Davis
- Policy 3.7 was assigned to Helmen
- Policy 3.6 was assigned to Mitchell until the Indiana School representative position is filled.

C. Audit Committee appointments

Mitchell volunteered to chair audit committee, Davis and Stringfellow also volunteered to join.

D. Nominating Committee appointments

As Vice-chair, Stringfellow will chair the nominating committee. Hauser and Roethemeyer will also serve on the committee. Positions up for election this year include the Michigan At-Large, the Indiana At-Large, the Indiana Research library, the Michigan Public library, and the Indiana School library seats.

E. 2015 Calendar & Meeting locations

The June 9 meeting will be held in Fort Wayne, IN at Concordia Theological Seminary. The August 14 meeting will be held at the Library of Michigan in Lansing, MI. The November 5 - 6 board retreat will take place at Harbor Grand in New Buffalo, MI.

F. Board vacancies

Arnett has contacted several potential candidates for the open Indiana School Library seat but has not yet found a replacement for Flick. Matthew Shaw, library director at the University of Indianapolis, has agreed to serve to remainder the term for the vacant Indiana Academic Library seat.

IV. Lunch

V. Ends Development

A. 2015 Annual Meeting Planning Committee report

Mitchell, chair of the Annual Meeting Planning Committee, reported that there will be a series of regional meetings in both states rather than a single, one-day annual

meeting. The Michigan meetings will occur in the summer and the Indiana meetings in the fall. This arrangement responds to a key concern voiced at the community conversations about having more information about MCLS's activities.

According to the by-laws, an annual meeting must be held. After discussion, the Board agreed to revisit the timing and format for the meeting at the June meeting.

The Board discussed Policy 3.3.3d and its application to the occasion when a sitting Board member applies for employment at MCLS.

B. Ownership Linkage Planning Committee

After discussion, Garrison volunteered to chair the committee and report back at the June meeting.

C. Ends Policy review

After discussion, motion made by Mitchell, seconded by Walker to remove Policy 1.4 and edit Policy 1.0 to incorporate the wording from 1.4.1 and 1.4.2 at the end of current wording. Motion accepted. After further discussion, motion by Skib, seconded by Garrison to change "librarians" to "library employees" in Policy 1.2.2. Motion accepted.

VI. Board Self-Assessment

A. October meeting self-assessment report

Arnett presented the board with a compilation of the self-assessments that were submitted at the board retreat, and he discussed the results.

VII. Adjournment

The meeting was adjourned at 1:56 pm