

WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING
Minutes, April 27, 2022
Draft

A meeting of the White Pine Library Cooperative Board was held on April 27, 2022, at the Fleschner Memorial Library.

Present: Jamie Paille, Jeanette Morrish, TJ Smith, Corey Goethe, Jessica Little, Lorrie Taylor, Ann Trierweiler, Charlie Mitchell. Also present: Kate Van Auken and Alison Blattner. **Absent:** Barbara Bush and Pam Williams.

Call to Order: The meeting was called to order at 12:30 pm.

Agenda: Jessica Little moved and Ann Trierweiler seconded to approve the agenda. The motion was carried.

Minutes: Jessica Little moved and Ann Trierweiler seconded to approve the March 2, 2022 Board minutes. The motion was carried.

Treasurer's Report: The Board reviewed the financial reports and checklists for February and March 2022. Ann Trierweiler moved and Charlie Mitchell seconded to approve the financial reports and ratify the bills for both February and March 2022. The motion was carried.

Directors Report: Kate Van Auken presented the Director's Report for April. Some topics discussed included: auditor Carmen Schepeler leaving Weinlander Fitzhugh; ongoing review of WPLC's personnel manual and policy manual; ongoing review of bylaws with a focus on gender-neutral language; and updates needed to Plan of Service for 2022-2023. More can be found at: https://wplc.org/wp-content/uploads/2022/director_reports/director-report-apr2022.pdf

Old Business: There was no Old Business.

New Business:

Amended Budget

Due to the change in anticipated state aid amounts, adjustments were made to the budget. Additional members took advantage of the Swank Movie Licenses which increased the pass-through amount. White Pine also pays \$100/per member toward those licenses. The amount of funds allocated for conferences also increased due to the return of in-person activities and reduced COVID-19 closures. Lorrie Taylor moved and Ann Trierweiler seconded to approve the amended budget. The motion was carried.

Dale Jaslove

Following the questions raised during the Advisory Council meeting, the Board agreed that follow-up was needed with Dale Jaslove regarding his library discount plan. Further deliberation could be had once logistical questions are answered by Dale about the program.

Mini-Grants for Members

A portion of the 2021-2022 budget was allocated to mini-grants for member libraries. Kate Van Auken posed whether the Board would like to continue offering these to members. Lorrie Taylor moved and TJ Smith seconded to approve the grants. The motion was carried.

Membership Billing

Instead of during November 2021, membership billing for the 2021-2022 fiscal year occurred in March 2022 following delays caused by the census and delays of accurate state aid amounts. Kate Van Auken inquired whether billing should be done again in November for 2022, causing some libraries to pay twice for membership during a single calendar year, or if the billing period should be adjusted. TJ Smith suggested that the process switch to all billing be sent by March, and Kate agreed with the exact timeframe depending on when state aid figures arrive.

Membership billing can now be expected whenever WPLC receives the state aid figure, which should be by March of that fiscal year at the very latest.

Director's Review and Membership input form

The Director's performance review is due by May 15th, and Jeanette Morrish advised that she would send the necessary documents to the listserv by the end of the week. Jeanette also mentioned that in her reviews she has polled other MCDA co-op directors to evaluate how the Director represents WPLC from an outside perspective. To get more feedback from co-op members on the Director's performance, TJ Smith suggested that a follow-up survey could be sent to members to fill out after they receive assistance from the Director. This would allow for more detailed, fresher feedback than a once-yearly review.

Continuation with Zoom accommodations for Advisory Council

The option to continue making Zoom accommodations available for Advisory Council was discussed. Turnout for Advisory Council was substantial that morning, and members seem willing to attend in person once again. It was decided to keep Zoom as an option for those unable to attend in person given that the option's availability does not appear to significantly impact attendance.

Other:

ZingTrain: the Art of Great Customer Service

Due to the low number of registrations for the upcoming ZingTrain course on May 11, 2022, Kate Van Auken inquired whether a \$15 reimbursement for members who register would incentivize more people to attend. Jessica Little and Jeanette Morrish advised that time/scheduling constraints were likely the biggest factor impacting registration rather than the \$15 registration fee. Many individuals were likely waiting until closer to May 11 to register so that they could ensure their schedules were compatible. It was decided to not move forward with the reimbursement.

Public comments and announcements: There were no public comments.

Jeanette Morrish shared that one of her new hires at Fleschner Memorial Library had taken the initiative to apply for an LSTA grant and subsequently been awarded it. Kate Van Auken advised that applications for these grants have been lower due to supply chain issues. Jeanette also shared that the library had a quilting group that would be starting at their location soon.

Adjournment: Ann Trierweiler moved and Charlie Mitchell seconded to adjourn the meeting. The motion was carried.

Next Meeting: June 22, 2022, location to be determined.