

WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING
Minutes, Dec 7, 2022
Draft

A meeting of the White Pine Library Cooperative Board was held on December 7, 2022, at the Bullard Sanford Memorial Library in Vassar, MI.

Present: Jeanette Morrish, Jessica Little, Lorrie Taylor, Christian Dunham, Amy Beckman, Nicole Markel, Corey Goethe, and TJ Smith (remotely). Also present: Kate Van Auken and Alison Blattner. **Absent:** Ann Trierweiler and Barbara Butch.

Call to Order: The meeting was called to order at 12:07 pm.

Audit Review: The audit was not yet completed for review at the time of the meeting.

Approval of Agenda: Nicole Markel moved, and Jessica Little seconded to approve the agenda as presented. The motion was carried.

Approval of Minutes: Christian Dunham moved, and Lorrie Taylor seconded to approve the October 5, 2022, Board Minutes. The motion was carried.

Treasurer's Report: The Board reviewed the financial reports and checklists for October and November 2022. Kate discussed a potential fund pool that WPLC's additional funds could be added to. The Director of this fund would be speaking to the Michigan Coop Directors Association (MCDA) soon, and Kate intends to evaluate whether this may be a good option for WPLC.

Christian had a question about the charge for "Tuscola Intermediate School District," and Kate explained that the listed organization provides technology services for White Pine. The charge was a little less than it had been in previous years due to an existing credit that White Pine had with the ISD.

Additional discussion was had regarding the location of the cooperative's offices & digitization of records.

Christian Dunham moved and Jessica Little seconded to approve the financial reports and ratify the bills for both October and November 2022. The motion was carried.

Directors Report: Kate advised the board that OverDrive is holding their "Digipalooza" conference in Cleveland, OH during August 2023, and she was seeking approval to attend. The opportunity would allow her to meet face-to-face with several of the OverDrive contacts that she works with regularly, but has never had the opportunity to meet. Nicole Markel moved and Lorrie Taylor seconded to approve Kate's attendance at Digipalooza 2023. The motion was carried. More can be found at:

https://wplc.org/wp-content/uploads/2023/director_reports/director-report-dec2022.pdf

Old Business

Personnel Manual

The final version of the Personnel Manual was completed by WPLC's lawyer and had been sent to the Board to review. No further questions were had regarding the content of the manual, and no changes had been made since the previous discussion. Jessica Little moved and Lorrie Taylor seconded to approve the new White Pine Library Cooperative Personnel Manual. The motion was carried.

New Business

RIDES Surcharges

Related to the invoicing request discussed during December 7, 2022, Advisory Council meeting, Kate called attention to a \$60 surcharge applied to the accounts of St. Charles District Library and Rawson Memorial District Library. These two locations respectively handle the BookPage shipments and VOX books shipments for WPLC members, factors that likely contributed to the surcharge they received. Kate suggested that WPLC reimburse these two locations for the \$60 surcharges that had been applied to their accounts. Lorrie Taylor moved and Jessica Little seconded to reimburse St. Charles District Library and Rawson Memorial District Library for the \$60 RIDES surcharge. The motion was carried.

Public comments and announcements: Kate asked the Board to consider allowing White Pine employees to participate in the HealthiestYou wellness program. Jeanette Morrish moved, and Lorrie Taylor seconded to allow Kate and Alison to participate in the HealthiestYou wellness program for the 2022-2023 year. The motion was carried.

Adjournment: Jessica Little moved and Jeanette Morrish seconded to adjourn the December 7, 2022 meeting. The meeting was adjourned at 1:03 p.m.

Next Meeting: March 1, 2023, location TBD.