

WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING
Minutes, December 6, 2023
Approved February 28, 2024

A White Pine Library Cooperative Board meeting was held on December 6, 2023, at the Pigeon District Library in Pigeon, MI.

Present: Lorrie Taylor, Christian Dunham, Amy Beckman, Nicole Markel, Lisa DiCamillo, Jessica Little, and Marcy Thompkins. Also present were Kate Van Auken, Alison Blattner, and Samantha Cain. **Absent:** Ann Trierweiler, Corey Goethe, Lynne Clark

Call to Order: The meeting was called to order at 12:21 p.m.

Audit Review: Samantha Cain presented the results of the WPLC 2022 – 2023 audit. No issues were encountered throughout the process, and Samantha reported that the cooperative received the highest marks possible.

Approval of Agenda: Kate Van Auken proposed amending the Agenda to add the Director’s Report to follow the Approval of the Minutes. An additional item was added to New Business to discuss WPLC Holiday Time Off. Christian Dunham moved, and Lisa DiCamillo seconded to approve the Agenda with changes. The motion was carried.

Approval of Minutes: Nicole Markel moved, and Marcy Thompkins seconded to approve the October 4, 2023, Board Minutes. The motion was carried.

Treasurer’s Report: The Board reviewed the financial reports and checklists for October and November 2023. Christian Dunham moved, and Jessica Little seconded to approve the financial reports and ratify the October and November 2023 bills. The motion was carried.

Directors Report: Kate Van Auken shared that the Open Meetings Act & Parliamentary Procedures event held in November was a great success. Connie Deford presented a wealth of helpful information, and participants reported great satisfaction with the program. Kate also reviewed feedback, cost, and outcomes from the WPLC 2023 Annual Meeting. Additionally, the recent TLN Performer Showcase was discussed, and the potential for WPLC to offer a similar version of this in the future.

Old Business

Awaiting Plan of Service Approval by LoM

The Cooperative is awaiting approval for the 2023-2024 Plan of Service from the Library of Michigan which was sent at the end of August.

Administrative Policies

The Cooperative Administrative Policies have been received at this time and are being reviewed by Kate and Alison. They will be ready to be voted on and sent to the Board ahead of the February 2024 Board Meeting.

New Business

Original Cataloging offered through White Pine

Kate clarified details about the new original cataloging service being provided to WPLC libraries. Alison will be taking over the task following her completion of many cataloging courses. Additionally, she is now one class away from achieving her Advanced Cataloging Certificate from MCLS.

Christmas and Holiday Time Clarification

The Board reviewed a recent amendment to the WPLC Employee Manual regarding time off for the holidays at the end of the calendar year. Due to holidays falling on different days of the week each year, the current wording of the policy could cause confusion and a significant difference in time off depending on the year.

Christian Dunham moved and Lisa DiCamillo seconded to close WPLC between December 24th & January 1st of the following year. The motion was carried.

Public comments and announcements

There were no public comments or announcements.

Next Meeting: The next meeting will be held on February 28, 2024, after the Advisory Council meeting. Location TBD.

Adjournment: Jessica Little moved, and Nicole Markel seconded to adjourn the meeting at 12:53 p.m. The motion was carried.