

WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING
Minutes, February 28, 2024
Approved April 24, 2024

A White Pine Library Cooperative Board meeting was held on February 28, 2024, at the Alma Public Library in Alma, MI.

Present: Amy Beckman, Lynne Clark, Lisa DiCamillo, Christian Dunham, Corey Goethe, Jessica Little, Nicole Markel, Lorrie Taylor, Marcy Thompkins, and Ann Trierweiler. Also present were Kate Van Auken and Alison Blattner. **Absent:** None.

Call to Order: The meeting was called to order at 12:31 p.m.

Approval of Agenda: Christian Dunham moved, and Lynne Clark seconded to approve the Agenda. The motion was carried.

Approval of Minutes: Lynne Clark moved, and Nicole Markel seconded to approve the December 6, 2023, Board Minutes. The motion was carried.

Treasurer's Report: The Board reviewed the financial reports and checklists for December 2023 and January 2024. Christian Dunham moved, and Jessica Little seconded to approve the financial reports and ratify the December 2023 and January 2024 bills. The motion was carried.

Directors Report: Kate Van Auken shared that there had been a price increase for HealthiestYou as it enters its second year. Prices needed to be adjusted following the evaluation of Year One's program costs. She also shared ongoing issues with several member libraries including a potential branch closure, censorship issues, and the potential closing of a member library.

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. Work will begin soon on the 2024-2025 Plan of Service.

Administrative Policies

The Cooperative Administrative Policies had been forwarded to Board members on February 21st, 2024, and were reviewed for voting.

The FOIA Policy and Summary were reviewed by the WPLC board. Jessica Little raised questions about the cost and payees for FOIA requests on pages 2 and 3 of the summary. A vote on these documents was not held.

The Investment Policy was reviewed. Christian Dunham moved, and Ann Trierweiler seconded to approve the Investment Policy. The motion was carried, and the policy was adopted.

The Surplus Equipment or Items Policy was reviewed. Changes were made to the document's numbering in addition to corrections for consistent verbiage. Christian Dunham moved, and Ann Trierweiler seconded to approve the Surplus Equipment or Items Policy with changes. The motion was carried, and the policy was adopted.

The Credit Card Use Policy was reviewed. Changes were made to wording regarding the WPLC Director delegating authority of credit card use. Christian Dunham moved, and Marcy Thompkins seconded to approve the Credit Card Use Policy with changes. The motion was carried, and the policy was adopted.

The Purchasing Policy was reviewed, and discussion was had regarding the use of the phrase "WPLC Director or their designee." Review was suggested for consistency, and a vote on this policy was not held.

The eMaterial Selection Policy was reviewed. Nicole Markel moved, and Lisa DiCamillo seconded to approve the eMaterial Selection Policy. The motion was carried, and the policy was adopted.

The Fund Balance Policy was reviewed. Christian Dunham moved, and Ann Trierweiler seconded to approve the Fund Balance Policy. The motion was carried, and the policy was adopted.

New Business

OverDrive Increase

The discussion held during Advisory Council about increases to OverDrive purchasing was continued. Christian Dunham suggested surveying members for opinions on a \$0.01 and \$0.02 increase. He also put forward the idea of using fund balance dollars to help with purchases. Discussion was had about how much to take from the fund balance for the first year of this increase. \$24k was decided on and ultimately prorated for the five months already passed in the current fiscal year. The final amount to be added to this budget for the 2023-2024 fiscal year would be \$14k. This \$24k increase would be re-evaluated for the next fiscal year. Christian Dunham moved and Ann Trierweiler seconded to approve this \$14k increase in OverDrive from Fund Balance purchases for the 2023-2024 fiscal 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 April 24, 2024, after the Advisory Council meeting at Charles A Amble Library, Mid-Michigan College, 1375 South Clare Ave., Harrison, MI 48625.

Adjournment: Ann Trierweiler moved, and Marcy Thompkins seconded to adjourn the meeting at 2:03 p.m. The motion was carried.