

**WHITE PINE LIBRARY COOPERATIVE**  
**BOARD MEETING**  
**Minutes, December 4, 2024**  
Draft

A White Pine Library Cooperative Board meeting was held on December 4, 2024, at Aitkin Memorial District Library, Croswell, MI.

**Present:** Amy Beckman, Christian Dunham, Amber Hughey, Nicole Markel, Ruth Steele, and Marcy Thompkins. Also present were Samantha Cain, Kate Van Auken, and Alison Blattner. Present via Zoom was Lisa DiCamillo.  
**Excused:** Lynne Clark, Tiffany Fiting, Corey Goethe.

**Call to Order:** The meeting was called to order at 12:08 pm by President Nicole Markel.

**Approval of Agenda:** Marcy Thompkins moved and Ruth Steele seconded to approve the Agenda as presented. The motion was carried.

**Audit Review:** Samantha Cain shared the results of the WPLC audit for the 2023 – 2024 fiscal year. WPLC received a clean opinion, the best possible outcome. She noted that WPLC maintains a very strong fund balance. She shared additional comments on office procedures for improved oversight, and Kate shared changes made since the audit. Kate will send out the bound copies of the audit once received.

**Approval of Minutes:** The October 2024 Board Minutes were presented, and Amber Hughey proposed a correction, changing “Bridgeport District Library” to “Bridgeport Public Library.” Christian Dunham moved, and Marcy Thompkins seconded to approve the October 2nd, 2024, Board Minutes with the correction. The motion was carried.

**Treasurer’s Report:** The Board reviewed the financial reports and checklists for September, October, and November 2024. Christian Dunham moved, and Amber Hughey seconded to approve the financial reports and ratify the September, October, and November 2024 bills. The motion was carried.

**Director’s Report:** Kate Van Auken shared insights from the 2024 WPLC Annual Meeting. The \$3,900 total cost for 77 attendees had been reduced to \$2,300 due to sponsorships and credit card reward redemptions.

**Old Business:**  
None.

**New Business:**  
**ACH Payments**

A member library recently inquired about the possibility of sending payments to WPLC via ACH due to issues with check fraud/washing and mail inconsistency. Kate Van Auken consulted the Library Cooperatives of Michigan about their current practices and received mixed responses (some send payments, but don’t receive payments; some send and receive; etc.). Kate contacted Anne Seurnyck at Foster Swift for an opinion and draft. Anne’s analysis was that no laws specifically allow library cooperatives to send/receive payments by ACH, but no laws prohibit it either. Anne also shared a draft policy for review. Discussion was had about controls to ensure ACH payments could be implemented with sufficient transparency and protection from fraud and overdraft.

Christian Dunham moved and Amber Hughey seconded to accept the policy as presented and give Kate authority to open a bank account for ACH payables and receivables. A roll call vote was held. Yes votes included: Ruth Steele, Amy Beckman, Marcy Thompkins, Amber Hughey, Christian Dunham, and Nicole Markel. The vote was unanimous, and the motion was passed as presented.

**Public comments and announcements**

Christian Dunham shared that a local Fairgrove resident is experienced with organizing bus trips and may be able to assist WPLC in organizing a trip to the Library of Michigan and the State Capitol this winter.

**Next Meeting:** The next meeting will be held on February 26, 2025, after the Advisory Council meeting. The location is TBD.

**Adjournment:** Marcy Thompkins moved, and Amber Hughey seconded to adjourn the meeting at 12:55 pm. The motion was carried.