

**Midwest Collaborative for Library Services
Board Meeting Minutes
August 14, 2015
Library of Michigan
702 W. Kalamazoo Street
Lansing, MI 48909**

I. Call to Order – Meeting was call to order at 10:07 am

- A. Roll Call & Accountability of Meeting Preparation
Present: Arnett, Bondar, Davis, Eden, Garrison, Helmen, Mitchell, Riley, Roethemeyer, Shaw, Skib, Stringfellow, Walker
Guests: Ladiski, Schaubman, Marchesano, Reish
Absent: Hauser, Speer
- B. Approval of the Agenda request to change board education to just before Executive Directors report. Motion to approve agenda as amended by Roethemeyer, seconded by Skib. Motion approved.
- C. Operational Consent Agenda Motion to approve by Mitchell, seconded by Walker. Motion approved.
- D. Board Consent Agenda Motion to approve by Mitchell, seconded by Davis. Motion approved.

II. Executive Director

- A. Executive Director report
Dykhuis reported on some highlights from his written report.

MCLS submitted a bid in late July for Library of Michigan’s RFP to coordinate Harwood training for Michigan library staff. Waiting to hear decision. MCLS awarded 23 scholarships at a cost of \$41,000.

MCLS and the Library of Michigan agreed on terms for an addendum to extend the current MeL services contract for another three years. The State of Michigan Administrative Board will consider at the September meeting.

Dykhuis reported that MCLS is aware the need to educate members about linked data and BIBFRAME. We are also looking into possible pilot projects to convert MARC records to BIBFRAME.

- B. Michigan Regional Meetings report
Dykhuis reported on the progress of the regional meetings. Seven meetings were held around Michigan and five more are scheduled for Indiana in October. So far we have had almost 200 attendees, which is more than we have at our single day annual meetings.
- C. FY2015 Final Financial Forecast
Dykhuis gave an update about FY2015 finances.

III. Board Education

- A. Gwenn Marchesano, President, Michigan Association for Media in Education and Karren Reish, Youth Services Specialist, Library of Michigan
Marchesano and Reish discussed the current state of school libraries in Michigan.

IV. Board Operation

A. Staff signatory resolution

Due to a change in staff, there is a need to change signatories for financial documents.

Motion made by Roethemeyer to approve the following resolution:

Be it resolved that the Board of Directors of Midwest Collaborative for Library Services has approved the following changes:

Merrill Lynch Investment Accounts:

- Add Authorized Representative Nancy S. Kirkpatrick with the following listed authorities:
 - Agreement Signer
 - Check Signer
- Remove Diana Mitchell as Authorized Representative

PNC Bank :

- Add Nancy S. Kirkpatrick as signatory on Midwest Collaborative for Library Services accounts
- Remove Diana Mitchell as signatory on Midwest Collaborative for Library Services accounts

This resolution replaces and supersedes any prior resolutions.

Upon adoption of this resolution, authorized signatories and agents for both the Merrill Lynch accounts and PNC Bank accounts shall include the following MCLS staff:

- Randy Dykhuis, Executive Director
- Nancy S Kirkpatrick, Manager Member Services
- Mark Szidik, Chief Information Officer
- Cheryl Burley, Systems Analyst

Seconded by Shaw. Motion approved.

B. Nominating Committee report

Nominating Committee chair Stringfellow presented the slate of nominees for the 2015 election:

- Research Library Representative (Indiana): Julie Bobay, Executive Associate Dean, Indiana University Libraries
- School Library Representative (Indiana): Adrienne (Addie) Matteson, Library Media Specialist, White River Elementary, Noblesville Schools
- At-Large Library Representative (Indiana): Kathleen (Kate) Linderman, Branch Manager, Evansville Vanderburgh Public Library
- Public Library Representative (Michigan): Eva Davis, Director, Canton Public Library

- At-Large Library Representative (Michigan): Paul Gallagher, Director, Library Operations & User Services, Wayne State University Libraries

Stringfellow moved for approval of the Nominating Committee report. Motion approved.

C. Annual meeting preparations

The meeting will be held on November 20 at the MCLS offices in Lansing. The meeting will be webcast live, and registration will be available on the website in mid-September.

V. Ends Policy Development

A. Policy 3.5 Board Linkage with Ownership Report

Garrison reported on the work of the Ownership Linkage Committee. After discussion, the Committee agreed to review the language in the current policy and report at the November meeting and retreat.

B. 2015 Board Retreat Agenda Planning

The Board discussed topics for the 2015 retreat.

VI. Board Self-Assessment

The board participated in a self-reflection assessment exercise.

VII. Adjournment

The meeting adjourned at 1:45 pm.