

**Midwest Collaborative for Library Services**  
**Board Meeting Minutes**  
**MCLS Office**  
**1407 Rensen Street**  
**Lansing, MI 48933**  
**May 18, 2016**

**I. Call to Order – Meeting was called to order at 10:02 a.m.**

A. Roll Call & Accountability of Meeting Preparation

Present: Bobay, Bondar, Brakel, Davis, Gallagher, Garrison, Helmen, Mitchell, Riley, Shaw, Skib, Stringfellow, Dykhuis

Absent: Eden, Linderman, Matteson, Speer

Guests: Kirkpatrick

B. Approval of the Agenda

Stringfellow moved to amend agenda to place action on Michigan School Library representative immediately after approval of agenda. Bondar seconded. Motion passed.

C. Michigan School Library Representative vacancy

Mitchell recommended appointment of Lisa Brakel, librarian at Airport Community Airport and the current president of MAME. Garrison moved to appoint Brakel to fill the vacant seat for Michigan School Library representative. Helmen seconded. Motion passed.

D. Operational Consent Agenda

Motion to approve by Skib. Seconded by Shaw. Motion approved.

E. Board Consent Agenda

Motion to approve by Garrison. Seconded by Gallagher. Motion approved.

**II. Executive Director Report**

A. Executive Director report

Dykhuis reported that the March workshop to teach librarians about the Harwood Institute techniques for community engagement was successful. The Library of Michigan provided funding for two workshops, and the next one will be in Lansing on October 5-6.

Dykhuis asked the Board about interest in developing a workshop to take the place of the 2-day Policy Governance Introductory Seminar that is no longer available. After discussion, Dykhuis said he would work with Eric Craymer to convene a focus group of those current and past Board members who have attended the seminar.

MCLS submitted a reply to the Request for Information that the Academic Libraries of Indiana had released about electronic resources and licensing. Dykhuis expects to hear this summer about their decision.

Dykhuis provided details about his sabbatical. His last day in the office will be August 19. As part of his leave, he will be in Amsterdam for two weeks and will

extend that an extra five days to attend the European ICOLC meeting, which meets from October 16 – 19. Dykhuis expects to return to the office on October 24.

B. FY2016 Budget – YTD update

Dykhuis discussed the financial outlook for the remainder of FY2016.

C. FY2017 Budget review

Dykhuis reported on the FY2017 budget.

**III. Board Operation**

A. By-laws Committee report

Davis delivered the bylaws committee report. Motion to recommend approval of the by-laws as amended to the membership at the 2016 membership meeting by Davis. Second by Gallagher. Motion approved.

B. Nominating Committee report

Stringfellow updated the Board on the work of the Nominating committee. The deadline for nominations will be July 8. The slate will be presented at the August Board meeting.

C. Executive Director Contract Review Committee Report

The Board went into Executive Session to discuss the Executive Director's contract.

**IV. Ends Policy Development**

A. Ownership Linkage Committee report

Garrison reviewed the committee's work and discussed the linkage survey that the committee developed. After discussions with staff about timing, the committee decided to release the survey by June 1. June 17 will be the deadline for responses.

B. 2016 Board Retreat Agenda Planning & Facilitator

The Board discussed the agenda and possible facilitators for the 2016 Board retreat. Dykhuis will contact facilitators about availability on the retreat dates.

**V. Board Self-Assessment**

The Board assessed the meeting.

**VI. Adjournment**

The meeting was adjourned at 2:05

Reminder about upcoming meeting dates & locations:

August 26, 2016 at Indiana State Library, Indianapolis, IN

November 3 – 4, 2016 at Harbor Grand, New Buffalo, MI

November 18 MCLS Annual Meeting: Lansing at LCC West, Indianapolis at Indiana Wesleyan (Keystone campus), and Northern Michigan in Marquette