

**Midwest Collaborative for Library Services
Board Meeting
Online Via Zoom
August 24, 2020
Board Meeting Minutes**

I. Call to Order – Gallagher called the meeting to order at 10:02 am

A. Roll Call and Accountability of Meeting Preparation

Present: Bélanger, Brock, E. Davis, Frank-Wilson, Gallagher, Garrison, Gushrowski, Hart, Pohjola Andrade, Riley, Scheuher, Shorey, R. Smith, T. Smith, Speer, Waterman, Weismantel
Guests: Bradley, S. Davis, Ladiski

B. Approval of the Agenda - Motion to approve agenda made by Bélanger. Seconded by Pohjola Andrade. Motion approved.

C. Operational Consent Agenda - Motion to approve Operational Consent Agenda made by Weismantel. Seconded by Gushrowski. Motion approved.

1. Policy 2.5 Financial Condition and Activities Report - May (*Internal*)
2. Policy 2.8 Emergency Executive Director Succession (*Internal*)
3. Policy 2.11 Conflicts of Interest & Conflicts of Commitment (*Internal*)

D. Board Consent Agenda - Motion to approve Board Consent Agenda made by Riley. Seconded by Brock. Motion approved.

1. Policy 2.9 Communication & Support to the Board
2. Policy 3.0 Global Governance Process/Membership Linkage
3. Policy 3.5 Board Linkage with Ownership
4. Policy 4.0 Global Board Governance – Management Connection
5. Policy 4.2 Accountability of the Executive Director
6. Policy 4.3 Delegation to the Executive Director
7. Approval of Minutes of May 11, 2020 meeting
8. Recording of electronic motion to appoint Denise M. Shorey, Indiana Academic Library Representative
9. Recording of electronic motion to appoint Marion Frank-Wilson as Vice President

II. Executive Director

A. Executive Director report

Garrison presented highlights from his written report. Staff have continued adapting in their work through the pandemic. Engagement, Consulting, and Training (ECT) has shifted consulting to virtual as much as possible. They assisted The Library Network with their technology forum in August, and are continuing to work on the Library of Michigan engagement contract. Engagement, digital literacy, and facilitation training have all shifted to virtual.

S. Davis updated the Board that Group Purchasing (GP) staff continue working with vendors, members and customers on pricing changes. GP has

seen an increase in July cancelations since the pandemic, and libraries are evaluating resources and making choices based on current or anticipated budget cuts. Vendors have contacted libraries who have canceled subscriptions. S. Davis described changes GP staff have made in their work, and new products they are considering offering, including the LIBRO curbside pickup app, Granite Telecommunications for WiFi hotspots and data plans, and unsub for academic collection analysis. They plan to survey libraries regarding budget cuts, and will present data to vendors as part of ongoing discussions and negotiation.

Project ReShare has released ReShare Returnables 1.0, and plans to hold a community forum in the fall. The PALCI consortium will pilot a 1.x version of ReShare in early 2021. The ReShare community has embraced building in support for Controlled Digital Lending as part of the product roadmap.

MCLS is partnering on two funded IMLS grants: Ypsilanti District Library's TALK project and Wayne State University and Robert Morris University's transformative agreement for small to mid-sized academic libraries project.

Garrison recognized all those who participated in creating the Collaborating Partners program on creating inclusive libraries. The three Zoom sessions had strong registration and received positive feedback. MCLS staff created a Microsoft Teams environment that allows participants to continue collaborating. Garrison also recommended ERACCE anti-racism training highly, and mentioned some of the principles and models the training uses (including recognizing, rather than "fixing" or "solving" racism, as well as the Center and Borderlands model).

Garrison concluded his report by recognizing MeLCat Support Specialist and Statewide Delivery Coordinator Sue Alt as her October 2 retirement approaches. Staff are searching for Sue's successor, and will miss Sue.

B. FY2020/FY2021 Budget update

Garrison reported that FY2020 ended with a positive balance (pre-audit) of approximately \$73,000. The Payroll Protection Program (PPP) loan funds that staff secured will appear as a liability until the loan has been officially forgiven, at which point the funds will appear as revenue that will help offset MCLS's anticipated FY2021 deficit.

C. Equity, Diversity, and Inclusion (EDI) Proposal

Garrison presented a proposal to the Board to partner with ALA's Office for Diversity, Literacy, and Outreach Services (ODLOS) to fund a new Spectrum Scholarship. The scholarship would aim to support up to four Indiana and Michigan library school students from underrepresented groups. Since this proposal was not included in Garrison's proposed FY2021 budget, he requested Board approval to commit up to \$100,000 in reserve funds over four fiscal years (FYs 2021 through 2024). Board members asked questions including: how this proposal connects to the Ends; whether MCLS should

make this investment given current financial uncertainty; what MCLS's current involvement with Indiana and Michigan library schools is; and what MCLS's mid- and long-term plans are for providing librarian training. Garrison expressed his hope that this program would be an opportunity to strengthen relationships with library schools, and also future library professionals. It could be a low-barrier way to make a difference. Weismantel noted that she could update Garrison on Michigan State University's EDI efforts. MCLS's current reserve funds stand at approximately \$8.4 million. Multiple Board members stated that they would like more information including about how this proposal connects to the Ends, before voting on it. Frank-Wilson suggested the Board consider this discussion a "first reading." Garrison will provide more information to the Board prior to the November Board meeting. Motion to table this proposal until the November meeting made by Pohjola Andrade. Seconded by Bélanger. Motion approved.

III. Board Operation

A. 2020 Board Elections – Slate Selection

Nominations Committee chair Frank Wilson presented the slate for consideration. The slate includes incumbents Pohjola Andrade for Michigan At-Large representative, Shorey for Indiana Academic representative, and Weismantel for Michigan Research representative, as well as Kelly Boston for Michigan School representative, and Patty Lunsford for Indiana Special representative. Motion to approve the slate made by Frank Wilson. Seconded by Gushrowski. Motion approved. Staff will prepare the approved slate and present it to the membership for a vote.

B. 2020 Board Retreat Agenda and Orientation Planning

The Board discussed a timeline and topics for a virtual retreat. The retreat should include the impact of COVID-19 on the Ends, and could be led by a facilitator with experience leading a board through a crisis. Bradley suggested Louis Alloro as a facilitator. Alloro has a background in Appreciative Inquiry (AI), through his work with the Change Lab. He also has experience working with clients in Michigan. He is available for the November 12-13 retreat dates, and could focus on the journey MCLS needs to make for positive change, based on the Ends and Ownership Linkage work the Board does. The retreat will follow a similar format to previous years, with a day of Board engagement and Board meeting, followed by another half-day to wrap up and finish business.

Ladiski will do a Doodle poll to determine how many Board members wish to participate in a pre-retreat orientation like they have had in previous years.

C. 2020 Membership Annual Meeting

The 2020 MCLS Annual Meeting will be online on Friday, November 20. The Board is interested in adding a focus group/discussion portion to the meeting, to encourage engagement and participation.

IV. Board Education

A. Board members and staff led a model Zoom meeting facilitation, and the Board discussed learnings from early pilot focus groups, and how to organize fall 2020 facilitation sessions. The purpose for the model facilitation was to demonstrate how Board members could facilitate Ownership Linkage focus groups (with hosting and tech support from staff) to gather data prior to the retreat. The Board discussed concern about members' capacity to participate in sessions, how to recruit participants, when to run sessions, and whether to modify questions.

V. Board Self-Assessment

Board comments included: that today's format worked well; adding social time would be great; we need a way to make sure that all voices are heard; and that members would appreciate more frequent but shorter breaks. Gallagher will collect more input after the meeting.

VI. Adjournment

Motion to adjourn made by Bélanger. Seconded by Weismantel. Motion passed; meeting adjourned at 2:19 pm.

Reminder about upcoming meeting dates and locations:
November 12-13, 2020 Board Retreat – online
November 20, 2020 MCLS Annual Meeting – online