

**Midwest Collaborative for Library Services  
Board Meeting Minutes  
October 30 & 31, 2014**

**I. Call to Order – Meeting was called to order at 3:34 pm**

- A. Roll Call & Accountability of Meeting Preparation  
Present: Roethemeyer, Arnett, Bondar, Davis, Eden, Fore, Garrison, Lunsford, Mitchell, Riley, Skib, Stringfellow, Walker, Dykhuis  
Guests: Hauser, Helmen, Kirkpatrick, Ladiski, Schaubman  
Absent: Flick, Lincoln
- B. Approval of the Agenda - Motion to approve by Mitchell, seconded by Fore. Motion approved.
- C. Operational Consent Agenda - Motion to approve by Garrison, seconded by Fore. Motion approved.
- D. Board Consent Agenda - Motion to approve by Arnett, seconded by Eden. Motion approved.

**II. Executive Director & Operations**

- A. Executive Director report  
Dykhuis provided details about the plans for replacing Diana Mitchell after she retires in June 2015.
- B. Auditor report  
Trey Williams, CPA, Maner Costerisan reported by phone. Motion to accept the auditor's report by Stringfellow, seconded by Walker. Motion approved.

**III. Board Operation 4:30 – 5:15**

- A. 2015 Officer election  
After discussion, motion to elect Arnett for Chair for 2015 made by Skib, seconded by Mitchell. Motion approved. Motion to elect Stringfellow for Vice-Chair for 2015 made by Lunsford, seconded by Eden. Motion approved. Motion to elect Mitchell for Secretary for 2015 made by Arnett, seconded by Garrison. Motion approved.
- B. Review Policy 3.3.5  
Discussion was had regarding the Board being present and prepared to participate fully in meetings. Roethemeyer encourage Board members to attend meetings in-person as often as possible.
- C. Indiana School Library Representative replacement  
Roethemeyer will seek a replacement to fill the seat recently vacated by Flick.
- D. Invitation to Indiana State Library to take Optional Seat on the Board  
After discussion about the open Board seat, motion to extend an invitation for Jake Speer to fill the optional seat on the MCLS board made by Stringfellow, seconded by Eden. Roethemeyer will contact Speer and extend the invitation. Motion approved.
- E. 2015 Meeting dates  
After discussion about 2015 meetings, staff will survey Board members for availability in February, May, August, and November. Staff will also check with the Harbor Grand in regards to securing the location for next year's board retreat on November 5 & 6, 2015.

F. Executive Director's annual review (Executive Session)

**IV. Ends Development**

A. 2014 Annual Meeting debriefing

Representatives from each unconference breakout session provided reports to the Board regarding what they learned at each of their respective sessions. Discussion followed about opportunities where MCLS can increase ownership linkage with member libraries.

B. 2015 Ownership Linkage plan

There was discussion regarding activation of the ownership linkage committee. Eden, Garrison, Bondar & Stringfellow volunteered to participate in this committee. They will present action plan to the board for the February meeting.

C. 2015 Board agenda

Davis, Hauser, Helmen, and Mitchell volunteered to help plan the 2015 annual meeting.

The Board will consider possible changes to the Ends statement at the February meeting. In addition, they will consider the ownership linkage plan and plan for the annual meeting in October. The Board will also hear reports about the state of each library community.

At the May meeting, the upcoming fiscal year budget will be discussed.

At the August meeting, the ownership linkage committee will bring an action plan for 2016, and the Board will receive the slate from the nominating committee.

At the November meeting and Board retreat, there will be a review of 2015 and a look ahead to 2016. The meeting will include a debrief of the annual meeting.

**V. Board Self-Assessment**

In lieu of the round robin of past board meetings, Arnett passed around a document that allowed board members to self-evaluate the retreat as a whole. Arnett will collect responses and compile the results.

**VI. Adjournment** The meeting adjourned at 12:01 pm.