

## May 2022 Board of Directors Meeting Minutes Midwest Collaborative for Library Services

Friday, May 6, 2022

10:00 AM – 2:00 PM

Library of Michigan (and online via Zoom)

### I. **Call to order:** Board President Frank-Wilson called the meeting to order at 10:15 AM.

#### A. Roll Call, Accountability of Meeting Preparation, and President's Comments:

- Members in attendance: Polly Boruff-Jones, Lisa Brakel, John Brock, Marion Frank-Wilson, Kate Pohjola Andrade, Randy Riley, Joel Scheuher, Rain Smith, Trista Smith, Jake Speer (10:30 AM), Lisa Waskin, Edra Waterman, Arlene Weismantel
- Guests in attendance: Stephanie Davis, Scott Garrison, Kalyn Huson, Sue Radwan (10:45 AM), Pam Seabolt
- Members not in attendance: Annie Bélanger, Denise Shorey, and Julie Wood
- President Frank-Wilson noted being present with MCLS staff at the March 2022 ICOLC meeting, and reminded the Board of its work to accept the FY2023 MCLS budget.

#### B. Approval of the Agenda:

- President Frank-Wilson set context regarding item IV., adding item IV.D. (Board Policy Manual Review Committee).
- **MOTION: approve the agenda as amended.** Moved and seconded. Motion carried.

#### C. Operational Consent Agenda:

- **MOTION: approve the Operational Consent Agenda as presented.** Moved and seconded. Motion carried.

#### D. Board Consent Agenda:

- Following brief discussion of I.D.4., a motion was made.
- **MOTION: approve the Board Consent Agenda as presented.** Moved and seconded. Motion carried.

### II. **Executive Director Report**

#### A. Executive Director Report:

Garrison presented from his report and answered Board member questions. Discussion included aspects of how MCLS staff will work in the future, DEIJA-related training staff have taken, progress on RIDES pricing equity, Project ReShare, the TALK program, and supporting staff through some current health-related challenges some have.

#### B. Policy 2.4 Financial Planning/Budgeting Monitoring Report and FY2023 Budget Review: Following Garrison's presentation and some discussion, two motions were made.

- **MOTION: accept 2.4 policy monitoring report, as a reasonable interpretation with sufficient data, and compliant.** Motion made and seconded. Motion carried.

- MOTION: change policy 2.4.2.a., 2.5.1.a., and 2.5.3.a. to read: *“With the exception of fiscal year 2022-2027, in which case, expenses shall not exceed revenues by more than 10% of net assets less real estate, for a combination of expenses for innovative projects and operations.”* Motion made and seconded. Motion carried.

### III. Lunch

### IV. Board Education

- A. Follow-up on Changes to February Policy 2.5 Monitoring Report:  
Policy Governance consultant Sue Radwan led a discussion of the policy 2.5 monitoring report. The Board wants to see simpler monitoring reports with clear language and visuals that make clear how Garrison is applying policy and achieving results.
- B. Review of Board Member Responsibilities:  
Board members discussed strategies for Garrison’s reports and Board responses, the need to remind Board members of their responsibilities regularly, and the important of speaking up and asking questions when they arise.

### IV. Board Operation

- A. 2022 Board Election Process Review:  
  
Garrison detailed the Board election process from nominations and slate selection in summer through election in fall. Open seats for 2023 will be:
  - Indiana At Large Representative
  - Indiana Public Library Representative
  - Michigan Academic Library Representative (incumbent eligible for a second term)
  - Michigan Special Library Representative
- B. 2022 Board Retreat Agenda and Orientation Planning:  
Sue Radwan will facilitate the Board orientation and retreat.
- C. Ownership Linkage:  
The Ownership Linkage Committee led a discussion of recent activities, citing the value of having a topic/theme on which to gather information (e.g., “what support would libraries like for staff and personnel?” or “MCLS can support me and my library by...”). President Frank-Wilson stated that the Board’s DEIJA task force and Ownership Linkage Committee should meet to connect their work. Garrison noted libraries’ concerns from a recent MASU Chief Librarians meeting (including collection and personnel budgets, services for non-traditional students, and new campus leadership), and tools they are using (e.g., Cameron and Quinn’s framework, and the Thomas-Kilmann Conflict Mode Instrument). Radwan reminded the Board that Ownership Linkage helps the Board function as an informed agent of the Ownership, capturing values of members.

D. Board Policy Manual Review Committee:

President Frank-Wilson appointed a committee to review the Board Policy Manual, to consist of Brakel, Frank-Wilson, T. Smith, and Weismantel.

**VII. Board Meeting Assessment**

Board members self-assessed the meeting, offering their individual thoughts (including regarding Garrison's new approach to budget, effort to improve monitoring, Radwan's guidance, Board flexibility and patience with one another through conversation and struggle, forward momentum following the 2021 retreat, innovation, energy in being together, and desire for accountability).

**VIII. Adjournment**

MOTION: **adjourn the MCLS Board of Directors meeting at 2:20 PM.** Motion made and seconded. Motion carried.