

**Midwest Collaborative for Library Services
Board Meeting Minutes
Marina Grand Resort (with Zoom hybrid if necessary)
November 3, 2023 (4:00 p.m. – 5:00 p.m.)**

I. Call to Order

A. Roll Call and Accountability of Meeting Preparation

Board President Weismantel called the meeting to order at 4:04 p.m.

Members in attendance: Polly Boruff-Jones, Marion Frank-Wilson, Kendra Lake, Portia Kapraun, Beth Martin, Randy Riley, Matthew Shaw, Rain Smith, Trista Smith, Brenna Tuite, Lisa Waskin, Arlene Weismantel

Guests in attendance: Sean Cwiek, Stephanie Davis, Megan Dudek, Scott Garrison, Kalyn Huson, Janet LaCross

B. Approval of the Agenda

MOTION: approve the agenda as presented. Moved and seconded. Motion carried.

C. Operational Consent Agenda

1. Monitoring Report for Policy 2.1 – Treatment of Members and/or Customers
(Internal)
2. Monitoring Report for Policy 2.2 – Treatment of Staff *(Internal)*

MOTION: approve the consent agenda as presented, excepting further review of Policy 2.2 at the February 2024 Board meeting. Moved and seconded. Motion carried.

D. Board Consent Agenda

1. Review of Policy 3.1 – Governing Style *(Direct Inspection)*
2. Review of Policy 3.10 – Board Committee Principles *(Direct Inspection)*
3. Review of Policy 3.11 – Board Committee Structure *(Direct Inspection)*
4. Approval of Minutes of August 18, 2023 meeting

MOTION: approve the Board Consent Agenda as presented. Moved and seconded. Motion carried.

II. Executive Director & Operations

A. Monitoring Report for Policy 2.5 – Financial Condition and Activities (August)
(Internal)

The Board discussed lateness of Monitoring Reports for Policy 2.5 in 2023 and will resume discussion at the February 2024 Board meeting.

MOTION: accept the August Policy 2.5 monitoring report as presented.

Motion made and seconded. Motion carried.

B. Executive Director report

The Board discussed an October 2023 cyberfraud incident at MCLS with Garrison, LaCross, and Cwiek.

III. Board Operation

A. Monitoring Report for Policy 1.0 – Global Ends (*Internal*)

The Board discussed the Monitoring Report for Policy 1.0 relative to new services and innovation, the Ends, and the upcoming MCLS strategic plan.

MOTION: accept the Monitoring Report for Policy 1.0 – Global Ends with the idea that the Ends will be reviewed after the strategic plan is completed. Motion made and seconded. Motion carried.

B. Review of Policy Monitoring Report acceptance process

Garrison reminded the Board of its responsibility to monitor the reports he files.

C. Board member recognition

The Board thanked members departing in 2023 (Brakel, Pohjola Andrade, and Weismantel), and welcomed newly appointed members (Lake and Tuite).

D. 2023 Officer election

The Board elected 2024 officers (President Trista Smith, Vice President Polly Boruff-Jones, Secretary Matthew Shaw, and Treasurer Lisa Waskin).

MOTION: approve the 2024 officers as presented. Motion made and seconded. Motion carried.

E. 2023 Meeting dates and locations

Garrison and Huson will find available 2024 meeting dates and poll the Board.

IV. Executive Session

A. Executive Director Annual Review

V. Adjournment