Midwest Collaborative for Library Services  
Board Meeting Minutes  
August 14, 2015  
Library of Michigan  
702 W. Kalamazoo Street  
Lansing, MI 48909

I. Call to Order – Meeting was called to order at 10:07 am  
A. Roll Call & Accountability of Meeting Preparation  
   Present: Arnett, Bondar, Davis, Eden, Garrison, Helmen, Mitchell, Riley,  
   Roethemeyer, Shaw, Skib, Stringfellow, Walker  
   Guests: Ladiski, Schaubman, Marchesano, Reish  
   Absent: Hauser, Speer  
B. Approval of the Agenda request to change board education to just before Executive  
   Directors report. Motion to approve agenda as amended by Roethemeyer, seconded by  
   Skib. Motion approved.  
C. Operational Consent Agenda Motion to approve by Mitchell, seconded by Walker.  
   Motion approved.  
D. Board Consent Agenda Motion to approve by Mitchell, seconded by Davis. Motion  
   approved.

II. Executive Director  
A. Executive Director report  
   Dykhuis reported on some highlights from his written report.

   MCLS submitted a bid in late July for Library of Michigan’s RFP to coordinate  
   Harwood training for Michigan library staff. Waiting to hear decision. MCLS  
   awarded 23 scholarships at a cost of $41,000.

   MCLS and the Library of Michigan agreed on terms for an addendum to extend the  
   current MeL services contract for another three years. The State of Michigan  
   Administrative Board will consider at the September meeting.

   Dykhuis reported that MCLS is aware the need to educate members about linked data  
   and BIBFRAME. We are also looking into possible pilot projects to convert MARC  
   records to BIBFRAME.

   B. Michigan Regional Meetings report  
   Dykhuis reported on the progress of the regional meetings. Seven meetings were held  
   around Michigan and five more are scheduled for Indiana in October. So far we have  
   had almost 200 attendees, which is more than we have at our single day annual  
   meetings.

   C. FY2015 Final Financial Forecast  
   Dykhuis gave an update about FY2015 finances.
III. Board Education
A. Gwenn Marchesano, President, Michigan Association for Media in Education and Karren Reish, Youth Services Specialist, Library of Michigan
Marchesano and Reish discussed the current state of school libraries in Michigan.

IV. Board Operation
A. Staff signatory resolution
Due to a change in staff, there is a need to change signatories for financial documents.
Motion made by Roethemeyer to approve the following resolution:
Be it resolved that the Board of Directors of Midwest Collaborative for Library Services has approved the following changes:

Merrill Lynch Investment Accounts:
• Add Authorized Representative Nancy S. Kirkpatrick with the following listed authorities:
  o Agreement Signer
  o Check Signer
• Remove Diana Mitchell as Authorized Representative

PNC Bank:
• Add Nancy S. Kirkpatrick as signatory on Midwest Collaborative for Library Services accounts
• Remove Diana Mitchell as signatory on Midwest Collaborative for Library Services accounts

This resolution replaces and supersedes any prior resolutions.

Upon adoption of this resolution, authorized signatories and agents for both the Merrill Lynch accounts and PNC Bank accounts shall include the following MCLS staff:
• Randy Dykhuis, Executive Director
• Nancy S. Kirkpatrick, Manager Member Services
• Mark Szidik, Chief Information Officer
• Cheryl Burley, Systems Analyst
Seconded by Shaw. Motion approved.

B. Nominating Committee report
Nominating Committee chair Stringfellow presented the slate of nominees for the 2015 election:
• Research Library Representative (Indiana): Julie Bobay, Executive Associate Dean, Indiana University Libraries
• School Library Representative (Indiana): Adrienne (Addie) Matteson, Library Media Specialist, White River Elementary, Noblesville Schools
• At-Large Library Representative (Indiana): Kathleen (Kate) Linderman, Branch Manager, Evansville Vanderburgh Public Library
• Public Library Representative (Michigan): Eva Davis, Director, Canton Public Library
At-Large Library Representative (Michigan): Paul Gallagher, Director, Library Operations & User Services, Wayne State University Libraries

Stringfellow moved for approval of the Nominating Committee report. Motion approved.

C. Annual meeting preparations
The meeting will be held on November 20 at the MCLS offices in Lansing. The meeting will be webcast live, and registration will be available on the website in mid-September.

V. Ends Policy Development
A. Policy 3.5 Board Linkage with Ownership Report
Garrison reported on the work of the Ownership Linkage Committee. After discussion, the Committee agreed to review the language in the current policy and report at the November meeting and retreat.
B. 2015 Board Retreat Agenda Planning
The Board discussed topics for the 2015 retreat.

VI. Board Self-Assessment
The board participated in a self-reflection assessment exercise.

VII. Adjournment
The meeting adjourned at 1:45 pm.