

**Midwest Collaborative for Library Services  
Board Meeting Minutes  
Michigan State University (East Lansing, MI)  
May 15, 2023  
10:00 a.m. – 2:00 p.m. (EDT)  
(all times approximate)**

**I. Call to Order (10:00 a.m.)**

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

Board President Weismantel called the meeting to order at 10:05 a.m.

Members in attendance: Kate Pohjola Andrade, Annie Bélanger, Polly Boruff-Jones, Lisa Brakel, Portia Kapraun (arrived at 10:30), Beth Martin (arrived at 10:30), Stephen Patton, Randy Riley, Matthew Shaw, Rain Smith, Trista Smith, Jake Speer, Lisa Waskin, Arlene Weismantel, Marion Frank Wilson (arrived at 10:00), Julia Wood (arrived at 10:00)

Guests in attendance: Scott Garrison, Kalyn Huson, Pam Seabolt, Stephanie Davis, Sue Radwan, Jessica Garcia

President Weismantel began the meeting by stating land acknowledgments for Indiana and Michigan.

B. Agenda Approval

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

**II. Board Education (10:05 a.m.)**

A. Taking DEIJA/IDEA from Definitions to Values and Policy (Jessica Garcia, Hummingbird Solutions and Sue Radwan, Policy Governance Consulting)

Garcia led a discussion of how the Board could update language in its Policy Manual through the lens of DEIJA/IDEAI. Board members discussed potential policy language changes.

**Lunch (12:00 p.m.)**

**III. Required Approvals and Consent Agendas (12:30 p.m.)**

A. Required Approval – Minutes for February 13, 2023 meeting

MOTION: **approve the Minutes from the February 13 meeting as presented.** Moved and seconded. Motion carried.

B. Required Approvals – Executive Director Monitoring Reports (*Internal*)

1. Monitoring Report for Policy 2.5 – Financial Condition and Activities  
(February; filed March 16 per Board extension)

MOTION: **accept the February Policy 2.5 monitoring report as presented.** Motion made and seconded. Motion carried.

2. Monitoring Report for Policy 2.0 – Global Executive Constraint  
MOTION: **accept the Policy 2.0 monitoring report as presented.** Motion made and seconded. Motion carried.

3. Monitoring Report for Policy 2.3 – Compensation and Benefits  
MOTION: **accept the Policy 2.3 monitoring report as presented.** Motion made and seconded. Motion carried.

4. Monitoring Report for Policy 2.4 – Financial Planning/Budgeting  
MOTION: **accept the Policy 2.4 monitoring report as presented.** Motion made and seconded. Motion carried.  
MOTION: **accept the FY2024 budget as presented.** Motion made and seconded. Motion carried.

**IV. Ownership Linkage (1:15 p.m.)**

A. Communication with the External Environment Related to Board’s Annual Agenda

B. Ownership Communication

**V. Policy Discussion (1:20 p.m.)**

A. Based on Annual Plan of Board Work

B. Exception Waiver Requests

MOTION: **approve deadline extension for the May Policy 2.5 monitoring report to June 16<sup>th</sup>.** Motion made and seconded. Motion carried.

**VI. Assurance of Effective Performance (1:35 p.m.)**

A. Receipt of Monitoring Reports; Challenges to Monitoring; Vote on Compliance

B. New Operational Worries

C. Next Monitoring Assignment

D. Board Self-Assessment Against Means Policies (according to monitoring schedule – *this item delayed until next meeting with quorum*)

1. Review of Policy 3.9 – Cost of Governance

2. Review of Policy 4.1 – Unity of Control

3. Review of Policy 4.4 – Monitoring Executive Director Performance

**VII. Announcements (1:50 p.m.)**

**VIII. Comments for the Good of the Order (1:55 p.m.)**

**IX. Adjournment**

MOTION: **adjourn the MCLS Board of Directors meeting at 2:00 PM.** Motion made and seconded. Motion carried.

**Reminder about upcoming meeting dates and locations:**

June 1, 2023 (if needed; time TBD)	Online	Zoom
August 18, 2023	Concordia Theological Seminary	Ft. Wayne, IN
November 2-4, 2023 (retreat)*	Marina Grand Resort	New Buffalo, MI
November 28, 2023	MCLS Annual Meeting	online

\* *Board begins transition from current to next year at fall retreat*