

Midwest Collaborative for Library Services
Board Meeting Minutes
Online via Zoom
August 30, 2021

I. Call to Order – 10:03am

A. Roll Call and Accountability of Meeting Preparation

Present: Bélanger, Brakel, Brock, E. Davis, Frank-Wilson, Gallagher, Garrison, Pohjola Andrade, Riley, R. Smith, T. Smith, Speer, Waterman, Weismantel, Wood

Guests: Craymer, S. Davis, Ladiski, Seabolt, Zavala

Absent: Scheuher, Shorey

B. Approval of the Agenda

Motion to amend the agenda made by Weismantel. Seconded by Frank-Wilson. Motion approved. Motion to approve the agenda as amended made by Bélanger. Seconded by R. Smith. Motion approved.

C. Operational Consent Agenda

Motion to approve the Operational Consent Agenda made by Waterman. Seconded by Weismantel. Motion approved.

1. Policy 2.5 Financial Condition and Activities Report - May (*Internal*)
2. Policy 2.8 Emergency Executive Director Succession (*Internal*)
3. Policy 2.11 Conflicts of Interest & Conflicts of Commitment (*Internal*)

D. Board Consent Agenda

Motion to approve the Board Consent Agenda made by Pohjola Andrade. Seconded by Weismantel. Motion approved.

1. Policy 2.9 Communication and Support to the Board
2. Policy 3.0 Global Governance Process/Membership Linkage
3. Policy 3.5 Board Linkage with Ownership
4. Policy 4.0 Global Board Governance – Management Connection
5. Policy 4.2 Accountability of the Executive Director
6. Policy 4.3 Delegation to the Executive Director
7. Approval of Minutes of May 24, 2021 meeting
8. Recording of electronic motion to approve amendment to former Executive Director Randy Dykhuis's Severance Agreement (e-vote completed 7/7/21)
9. Recording of electronic motion to appoint Julia Wood, Indiana Special Library Representative (e-vote completed 7/19/21)
10. Recording of electronic motion to appoint Lisa Brakel, Michigan School Library Representative (e-vote completed 8/11/21)

II. Executive Director

A. Executive Director report

Garrison presented highlights from his written report. MCLS will continue allowing staff to work from home at least until December, 2021. Garrison will travel to some conferences this fall. Garrison and R. Smith described the

Indiana academic/school library collaboration project. Garrison shared that MCLS is involved with two new IMLS grant proposals in Michigan. He and S. Davis also described some current Group Purchasing work in the transition to ConsortiaManager, the Wiley open access group, the Michigan Shared Print Initiative (MI-SPI), and MCLS's membership in the Open Education Network (OEN). Garrison also detailed recent MCLS personnel changes. Themes from his current round of conversations with library deans/directors include: a huge shift to digital content during COVID; library space renovations; retaining some hybrid work schedules; working to get people back into libraries; and that libraries have been in response mode (not "looking forward" mode).

B. FY2021/FY2022 Budget update

Garrison provided information about the FY2021 budget year, which ended with revenue over expense (i.e., a surplus). He also gave information about FY2022 thus far, including consulting and group purchasing. Garrison plans to change how he presents the budget to the Board in future fiscal years.

III. Board Operation

A. 2021 Board Elections – Slate Selection

Nominations chair Frank-Wilson presented the slate for consideration. The slate includes Polly Boruff-Jones (Michigan At Large Representative), Marion Frank-Wilson (Indiana Research Library Representative), Rain Smith (Indiana School Library Representative), Trista Smith (Indiana At Large Representative), and Lisa Waskin (Michigan Public Library Representative). Motion to approve the slate made by Bélanger. Seconded by Brock. Motion accepted. The membership will vote on the slate in September.

B. 2021 Board Retreat Agenda and Orientation Planning

Melina Zavala from Grand Valley State University presented the results of their recent data analysis (including 2019 Ownership Linkage survey and 2020-2021 virtual dialogue transcripts). Themes included: libraries enjoy working to build community and would like to do more; participants appreciate MCLS's technology training; some libraries are unaware of some MCLS services, and MCLS needs to advertise more to the right audiences. A Board member asked whether there are shared goals or discrepancies between services in Indiana and Michigan.

Next, Frank-Wilson presented recommendations from the Board's Diversity, Equity, Inclusion, Justice, and Accessibility (DEIJA) Task Force, including: the use of "DEIJA" as a term in Board conversations; including DEIJA in the Ends; creating benchmarks to determine progress; including accessibility wording in vendor contracts; and funding ALA scholarships/fellowships. The task force recognizes that "diversity" can mean many things. Board member discussion/questions included: MCLS website accessibility; and clarifying what would be included and possible in potential scholarship/fellowship opportunities. The Board will discuss Ownership Linkage and DEIJA at the retreat.

C. **2021 Membership Annual Meeting**

The MCLS annual meeting will be on November 19. The current plan is to host the meeting in person with a virtual component, at Western Michigan University. The meeting will include reports from the Executive Director and Board members, along with a listening component with owners.

IV. Board Education

A. **Ends Policy Review**

Eric Craymer presented on Carver Policy Governance and how Ends policy should be addressed and reviewed. The Board discussed DEIJA further.

B. **Board Presidential Transition Discussion**

The MCLS Board has not had an officer succession plan. The Board discussed the possibilities of designing a transition from Vice President to President, monitoring the Audit Committee for potential candidates for Treasurer, and how Board officers could look to former officers for advice and discuss future leaders.

V. Board Self-Assessment

Board member comments included: getting used to interacting virtually; appreciation for Carver presentation (including Craymer's visuals) and discussion, and the way the meeting agenda is structured (and Gallagher explaining each element of the meeting); Board members are at different points with Carver (i.e., still working to grasp it, appreciating continual onboarding/learning, encouraging Board members to not be shy in asking questions, feeling like it is more concrete, and that it works when you stick with it); looking forward to the retreat (with many in person), and the future; appreciation for everyone's comments and discussion; good to hear from diverse people; welcome to latest Board members; question of whether Craymer should present Carver to MCLS staff; officer succession as being a good idea; this was the "most normal" post-COVID meeting;

VI. Adjournment

Motion to adjourn made by Pohjola Andrade. Seconded by Brock. Meeting adjourned at 2:49pm.