

**Midwest Collaborative for Library Services**  
**Board Meeting Minutes**  
**November 3, 2016 (3:30 p.m. – 5:15 p.m.)**  
**November 4, 2016 (11:00 a.m. – Noon)**

**I. Call to Order meeting was called to order at 3:33 pm**

- A. Roll Call & Accountability of Meeting Preparation  
Present: Mitchell, Bobay, Bondar, Davis, Dykhuis, Eden, Gallagher, Garrison, Helmen, Linderman (phone), Riley, Shaw, Skib, Stringfellow  
Guests: Kirkpatrick, Ladiski, Greenlee, Waterman  
Absent: Brakel, Speer
- B. Approval of the Agenda  
Motion to approve by Eden, seconded by Stringfellow. Motion approved.
- C. Operational Consent Agenda  
Motion to approve by Gallagher, seconded by Bondar. Motion approved.
- D. Board Consent Agenda  
Motion to approve by Stringfellow, seconded by Skib. Motion approved

**II. Executive Director & Operations**

- A. Executive Director report  
Dykhuis reported on highlights from his written report.  
Harwood cohorts are going well. It is been very helpful to have coaching calls for each cohort after the workshop.  
  
There will be a Linked Data Summit on March 16, 2017. Representatives from the Library of Congress and Zepheira will be speaking.  
  
Eric Craymer is developing a proposal for a two-day workshop to replace the Introductory Seminar.
- B. Auditor report – Trey Williams, CPA, Maner Costerisan  
Williams reviewed the FY2016 audit. Motion made by Skib to accept the audit. Seconded by Davis. Motion approved.

**III. Board Operation**

- A. Monitoring Report for Policy 2.2  
Motion by Garrison to strike “or based on sexual orientation” and bring the policy into alignment with recent court rulings. Seconded by Skib. Motion approved.
- B. Indiana School Representative opening  
Stacey Kern from Clark-Pleasant Middle School has expressed interest in becoming the Indiana school representative. Mitchell will notify Kern that she has been appointed to complete Matteson’s term.
- C. 2017 Officer election

Davis was nominated to serve as Chair/President. Eden was nominated to serve as Vice-chair/Vice President. Gallagher was nominated to serve as Secretary. Motion by Stringfellow to accept officer slate. Seconded by Bondar. Motion approved.

D. 2017 Meeting dates

Ladiski will send a doodle poll for the February, May, and August meeting dates in 2017. Waterman will host the February meeting at Hamilton East Public Library in Noblesville. Dykhuis will see if Concordia Theological Seminary is available for the August meeting. The May meeting will be held at the MCLS office. The 2017 retreat will be held at the Harbor Grand on November 2 and 3. The orientation for new Board members will immediately precede the retreat on November 1.

E. Executive Director's annual review

The Board went into executive session to consider the Executive Director's annual review.

**IV. Ends Development**

A. 2016 Annual Meeting plan & agenda

The Board discussed the roundtable discussions that will held during the afternoon of the annual meeting. Davis will develop a script for Board members to use for their roundtable. Staff will be on hand to take and compile notes for future review.

B. 2017 Ownership Linkage plan

The committee will be appointed in February. The new committee will draft a plan for presentation at the May board meeting, and it should be ready for a vote in August. There will be no survey in 2017 but the Board would like to stay informed about new knowledge gained through additional community conversations.

C. 2017 Board agenda

February – Actions to be covered will be to discuss changes to Ends and review feedback from the Annual Meeting discussions. Approve changes to the overall Board policy manual to align with new bylaws changes. Appoint Ownership Linkage, Audit, and Nominations Committees. Greenlee, Helmen, and Gallagher volunteered to work on the 2017 annual meeting. Ladiski will coordinate a conference call early new year.

May –Actions to be covered will be to vote on budget. Develop 2017 Annual Meeting ownership linkage plan/session and gather feedback about the Ends Statement.

August – Approve slate for Board elections. Set agenda for November retreat. Approve 2018 ownership linkage plan.

November – Begin salary survey process for the Executive Director. Review the FY2017 Audit..

**V. Board Self-Assessment**

The Board assessed its performance during the meeting.

**VI. Adjournment .**

Motion to adjourn by Riley. Seconded by Helmen. Meeting adjourned at 12:05 pm