

## BOARD OF TRUSTEES MEETING

Monday August 25 2024

6:30 PM

Members present: Lou, Emily, Karen, Sue, Sheldon, Roberta, Terry, Kathy, and Bill  
Absent: Lesli, Connie

Meeting called to order at 6:30 PM

**Minutes of last meeting:** On file. Kathy made motion to accept minutes, Terry seconded. All in favor. Motion carried.

**Public Comment:** None

**Treasurers Report:** On file. Sue reviewed for board: expenditures and revenue are as expected. There were some bulk payments at the beginning of the year which makes the expenditures somewhat higher but this will level out. Lou motioned to accept the treasurers report, Sheldon seconded, all in favor. Motion carried.

**Librarians Report:** Emily thanked Bill for him and his wife attending the Friends of the Library picnic. The White Pine one day conference is being held on October 1 in Saginaw. Emily is planning on attending the 10 AM to 4 PM meeting. The MLA Early bird registration for the 3 day conference needs to be submitted by August 29. The Audit is started last week and some suggestions have already been made-full report will be forthcoming. Emily wanted the board to know of an error made on projected wages she had made-although the book keeper actually had the correct figures, Emily had presented to the committee incorrect amounts. It won't affect the line item. Karen made a motion to amend the correction on personnel wages and Sheldon seconded. All in favor, motion carried. The Valley Library consortium reported that their surveys showed what people wanted and expected which was to make searches clearer, user friendly and to better help with misspellings. They also wanted to better integrate with OverDrive program and Melcat. Emily will keep us posted on any changes and upgrades planned.

**Old Business:** Information on health insurance is still pending contact with another agent.

**New Business:** It was decided that the United for Libraries association is too expensive for what they offer. Emily developed the Annual Report for fiscal year 2013-2014 and board given copies of same. We will review and if any questions or comments will plan on addressing at the next meeting. The White Pine Coop Plan of Service is changing its meeting day and the amount of meetings per year; to 5- also the governing board is going from 11 to 10 members. None of this should have any significant affect on members. But we do need a motion to approve these changes. Karen motion to accept the planned changes in the plan of service with White Pine Coop, Sue seconded and all approved. Motion carried.

Emily discussed with the board her plans for maternity leave. Andrew will be working with her in September to learn some of the day to day duties such as payroll and accounting. She is hoping to start early on the state report. There are no huge projects that Andrew needs to work on so he can concentrate on administrative duties. Her time frame was discussed; she would like to take some of this time as unpaid time off, wanting

to save some of her time for after the baby is born. Board has no objection to this. It was brought up that if Andrew will be taking on some of Emily's duties he should be compensated. After discussion of same Terry made a motion to amend the budget to pay a per diem of \$250.00 per pay cycle to Andrew during Emily's maternity leave, limited to \$1000.00 total and to be prorated for partial pay cycles. Karen seconded, all in favor, motion passed. Karen also motioned to accept Emily's request for unpaid time during her maternity leave. Lou seconded and all in favor, motion passed.

Next meeting is planned for October 6, 2014

Motion to adjourn made by Karen and seconded by Sue. Motion carried.  
Meeting adjourned at 7:15 PM

---

Kathy Shirey, secretary