



Minutes of the Library Board Meeting, January 15, 2024

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library ("CWPL" or "Library"), commencing at 5:30 p.m. on January 15, 2024 was held at CWPL in Cadillac, Michigan. Trustees present included Carol Blake, Linda Kimbel, Lindsay Rumohr, Eric Seguin and William Swank. Also attending the Regular Meeting were Director Tracy Logan-Walker; CWPL employee Jayne Walker; and Wexford County Commissioner Ben Townsend.

1. **Call to Order, Roll Call:** Chairperson Linda Kimbel called the Meeting to order at 5:30 p.m.
2. **Additions to the Agenda:** *Trustee Carol Blake moved to approve the Agenda of the January 15, 2024, Board Meeting as presented. The Motion was duly seconded by Trustee Lindsay Rumohr and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Rumohr moved to approve the Minutes of the December 14, 2023, Board Meeting. The Motion was duly seconded by Trustee Blake and, with no further discussion, approved unanimously.*
4. **Public Participation:** None
5. **Communications:** None
6. **Director's Report:** Director Logan highlighted the \$1,000 gift from the Kiwanis and shared that a \$4,000 gift from the Great Starts Cooperative was also recently received. Both gifts will benefit the Library's early childhood literacy programs.
7. **Financial Reports/Current Bills:**
 - 7.1 Financial Reports/Current Bills: *Trustee Blake moved to approve the financial statements and disbursements, as per the check detail report, for December, 2023. The Motion was duly seconded by Trustee Rumohr and, after no further discussion, approved unanimously.*
8. **Old Business:**
 - 8.1 Strategic Planning: Director Logan shared that she will be sending information to each Board member prior to the upcoming special meeting to be held on January 23rd, 2024, at 10:00 am in the CWPL Meeting Room.
 - 8.2 Oath of Office: Director Logan shared that she has not been able to secure a Notary Public to come hear the Trustees take the Oath of Office. After discussion about options, it was the consensus of the Board to have Director

Logan pursue having Information Desk employees become Notary Publics. This would be an opportunity to serve the community as well as provide a Notary Public to hear the Trustees' Oaths of Office each year.

9. New Business:

9.1 Board Elections: As per the By-Laws Article IV Section 2, the Board held elections of officers. The following Motions were made:

*Trustee Blake moved to nominate Trustee Kimbel to be **Chairperson** which was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*

*Trustee William Swank moved to nominate Trustee Blake to be **Vice-Chairperson** which was duly seconded by Trustee Eric Seguin and, with no further discussion, approved unanimously.*

*Trustee Blake moved to nominate Trustee Rumohr to be **Secretary** which was duly seconded by Trustee Seguin and, with no further discussion, approved unanimously.*

*Trustee Swank moved to nominate Trustee Seguin to be **Treasurer** which was duly seconded by Trustee Blake and, with no further discussion, approved unanimously.*

9.2 Ethics Policy: The Board took a few minutes to review the policy before signing it. Each member's signed copy will be kept in their Board Binder.

9.3 Board Training—Chapter 9: Chairperson Linda Kimbel led the Board in a discussion of Intellectual Freedom. Trustee Swank is to lead the Board in a discussion on Chapter 10 at the next Meeting.

10. Next Meeting: Because several members will be absent at the next meeting, the Board decided not to have a Regular Meeting in February.

Trustee Seguin moved to amend the Library Board Meeting Schedule for 2024 to reflect that there will not be a February Meeting. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.

The next Regular Meeting of the Board will be Monday March 18, 2024 in Cadillac at 5:30 p.m.

11. Adjournment: There being no further business before the Board, a *Motion by Trustee Blake to adjourn was duly seconded by Trustee Swank and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 6:07 p.m.

Recorded by Jayne Walker