



## Minutes of the Library Board Meeting, January 20, 2025

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 20, 2025, 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 Sandy Bengelink.

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 Lindsay Rumohr moved to approved the agenda for the January 20, 2025 Board Meeting as presented. The Motion was duly seconded by Trustee Carol Blake and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Rumohr moved to approve the Minutes of the December 9, 2024 Board Meeting. The Motion was duly seconded by Trustee Eric Seguin and, with no further discussion, approved unanimously.*
4. **Public Participation:** None
5. **Communications:** Thank you cards to the Board from employees.
6. **Director's Report:** Director Logan added that she had taped two different TV news casts during the past couple of weeks—one about the new Manton Library. Chairperson, Linda Kimbel, shared about recent gifts for the new Manton Library that have brought the total of donations up to and beyond the goal that had been set. She also shared that construction is on time and under budget and she hopes to have the Grand Opening late in May.
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 reports, for December, 2024. The Motion was duly seconded by Trustee Seguin and, with no further discussion, approved unanimously.*
8. **Old Business:**
  - 8.1 Strategic Planning: Director Logan stated that the Learning Report would be ready soon.
9. **New Business:**
  - 9.1 Sick Leave Policy: With the coming changes to Michigan Law regarding sick-time for part-time employees, Director Logan explained the necessary changes to CWPL's policy per legal counsel. After some discussion, the following Motion was made: *Trustee Blake*

*moved to approve the Sick Leave Policy as presented upon the condition that the Michigan Earned Sick-time Act goes into effect as of February 21, 2025. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*

- 9.2 ADA Policy: Due to the increased number of requests for ADA accommodations where Director Logan needed to seek legal counsel, it was suggested by the Library's Lawyer that a policy would be helpful—giving guideposts and procedures to follow. After some discussion the following Motion was made: *Trustee Seguin moved to approve the new ADA Policy as presented. The Motion was duly seconded by Trustee Blake and, with no further discussion, approved unanimously.*

- 9.3 Manton Furniture Plan: Director Logan and the Board discussed a quote from Demco for furniture for the new Manton Library building. Questions concerning warranties and discounts were brought up and Director Logan said she would get back in touch with Demco for answers and clarifications. Considering the need to get the orders in sooner than later, the following Motion was made: *Trustee Blake moved to approve the Manton Library furniture quote from Demco and authorize Director Logan to proceed with the purchase per acceptable answers to the Board's questions and concerns. The Motion was duly seconded by Trustee Seguin and, without any further discussion, approved unanimously.*

- 10. Next Meeting:** There will be no Regular Meeting in February. The next Regular Meeting of the Board will be Monday, March 17, 2025 at the Cadillac Library in Cadillac, Michigan at 5:30 p.m.

- 11. Adjournment:** There being no further business before the Board, a *Motion by Trustee Seguin to adjourn was duly seconded by Trustee Rumohr and approved unanimously.* The Regular Meeting was adjourned at 6:19 p.m.

Recorded by Jayne Walker