



## Minutes of the Library Board Meeting, October 18, 2021

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library (“CWPL” or “Library”), commencing at 5:31 p.m. on October 18, 2021, was held at the CWPL in Cadillac, Michigan. Trustees present included Sandy Bengelink, Carol Blake, Lee Jones, Linda Kimbel and Brian Valice. 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:** Chairman Brian Valice called the Meeting to order at 5:31 p.m.
2. **Additions to the Agenda:** *Trustee Sandy Bengelink moved to approve the agenda of the October 18, 2021 Board Meeting as presented. The Motion was duly seconded by Trustee Linda Kimbel and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Carol Blake moved to approve the Minutes of the September 20, 2021, Board Meeting. The Motion was duly seconded by Trustee Kimbel and, with no further discussion, approved unanimously.*
4. **Public Participation:** None.
5. **Communications:** None.
6. **Director’s Report:** Director Logan brought the Board’s attention to the new blinds that had been installed in the meeting room. She also added that a copper sculpture on a granite base of two children playing on a teeter-totter has been donated to the Library and will be placed on the east side lawn area by the parking lot.

Manton FOL: Trustee Kimbel shared that they are waiting to receive the \$250,000 grant from the State of Michigan which could come at any time. She also reported that the City of Manton is still in negotiations with True North about switching lots.

### 7. Financial Reports/Current Bills:

- 7.1 Financial Reports/Current Bills: *Trustee Lee Jones moved to approve the financial statements and the disbursements, as per the check detail report, for the month of September, 2021. The Motion was duly seconded by Trustee Blake and, after no further discussion, approved unanimously.*
- 7.2 New Assigned Fund Balance Account: *Trustee Kimbel moved to create an Assigned Fund Balance account for “Roof Replacement” in the amount of \$200,000.00 from the “Unassigned” portion of the Fund Balance. The Motion was*

*duly seconded by Trustee Bengelink and, with no further discussion, approved unanimously.*

**8. Old Business:**

- 8.1 Roof Update: Director Logan shared that Steve Steimel, Project Manager, is now planning to put the project out for bids in February in hopes of getting better prices.
- 8.2 Tustin Relationship: Director Logan reported on the changes made to the proposed contract which has been submitted to the Tustin Library Committee for consideration. She will be attending a meeting with the Committee later this month.
- 8.3 Pandemic Changes: Director Logan stated that she had nothing new to share at this time.
- 8.4 Millage Ballot Language: After a short discussion about the ballot for the upcoming millage, the following Motion was made: *Trustee Kimbel moved to approve the concept of a two-question ballot: one question asking for a millage renewal and one question asking for an additional .10 mills. The Motion was duly seconded by Trustee Bengelink and, with no further discussion, approved unanimously.*
- 8.5 Director Evaluation: Director Logan handed out copies of the CWPL Director's Job Description with comments under each point on what she has been doing and, in some cases, what she would like to do. She asked the Board to look over the document and come prepared with comments or questions at the November Meeting.

**9. New Business:**

- 9.1 New Agenda Format: After a short discussion about the new format presented by Director Logan, the following Motion was made: *Trustee Jones moved to approve the new format for the Agenda. The Motion was duly seconded by Trustee Kimbel and, with no further discussion, approved unanimously.*
- 9.2 Survey Quote: After a considerable discussion, it was the consensus of the Board that the cost of the survey was not advisable at this time.

**10. Next Meeting:** Monday, November 15, 2021 in Cadillac at 5:30 p.m.

**11. Adjournment:** There being no further business before the Board, a *Motion by Trustee Kimbel to adjourn was duly seconded by Trustee Blake and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 6:27 p.m.

Recorded by Jayne Walker