



Minutes of the Library Board Meeting, November 18, 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 November 18, 2024 was held at CWPL in Cadillac, Michigan.

Trustees present included Carol Blake, Linda Kimbel, Lindsay Rumohr, and Eric Seguin. William Swank was absent. 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 approved the agenda for the November 18, 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 October 21, 2024, Board Meeting. The Motion was duly seconded by Trustee Eric Seguin and, with no further discussion, approved unanimously.*
- 4. Public Participation:** Katrina Prohaszka and David Windseth attended but did not have anything to share.
- 5. Communications:** None.
- 6. Director's Report:** Director Logan informed the Board of the newly acquired on-line reference data-base called "A to Z World Foods" and encouraged them to try it out. Trustee Linda Kimbel excitedly updated the Board on how the building of the new Manton library facility is progressing.
- 7. Financial Reports/Current Bills:**
 - 7.1 Financial Reports/Current Bills:** *Trustee Seguin moved to approve the financial statements and disbursements, as per the check detail reports, for October, 2024. The Motion was duly seconded by Trustee Blake and, with no further discussion, approved unanimously.*
 - 7.2 2024 Budget Adjustments:** *Ms. Walker requested that specific line item budget amounts be shifted around in order to better reflect actual spending. This will ensure that the Library won't go over budget in particular categories. She presented a sheet showing the accounts and adjustments. Trustee Blake moved to amend the 2024 Budget as proposed. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*

7.3 2025 Budget Hearing: *Trustee Blake moved to enter into a Public Hearing for the 2025 Budget. The Motion was duly seconded by Trustee Rumohr and approved unanimously. Board Chair, Linda Kimbel, opened the floor to public comment of which there was none. After questions and discussion among the Board, the following Motion was made: Trustee Rumohr moved to approve the Proposed 2025 Budget as presented. Trustee Seguin dully seconded the Motion and, with no further discussion, the 2025 Budget was approved unanimously.*
Immediately thereafter, the following Motion was made: *Trustee Rumohr moved to close the Public Hearing for the 2025 Budget which was duly seconded by Trustee Blake and approved unanimously.* The Board returned to the Regular Meeting Agenda.

8. Old Business:

8.1 Strategic Planning: Director Logan shared that the Committee hopes to have a "Learning Report" draft ready for the December Meeting and hopefully the Strategic Planning project will be finished by February.

9. New Business:

- 9.1 Habitually Overdue or Damaged Materials Policy: Director Logan informed the Board of the proposed changes and after a short discussion the following Motion was made: *Trustee Blake moved to approve the updated Habitually Overdue or Damaged Materials Policy as presented. The Motion was duly seconded by Trustee Seguin and, with no further discussion, approved unanimously.*
- 9.2 Holiday Schedule for 2025: After a short discussion *Trustee Seguin moved to approve the 2025 Holiday & Meeting Schedule as amended. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*

10. Next Meeting: A Regular Meeting of the Board will be Monday, December 9, 2024 at Lakeside Charlie's Restaurant in Cadillac, Michigan at 5:30 p.m.

11. Adjournment: There being no further business before the Board, a *Motion by Trustee Rumohr to adjourn was duly seconded by Trustee Blake and approved unanimously.* The Regular Meeting was adjourned at 6:00 p.m.

Recorded by Jayne Walker