



Minutes of the Library Board Meeting, April 17, 2023

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library (“CWPL” or “Library”), commencing at 5:30 p.m. on April 17, 2023, was held at the CWPL in Cadillac, Michigan. Trustees present included Carol Blake, Lee Jones, Linda Kimbel, and William Swank. Trustee Lindsay Rumohr was absent. Also attending the Regular Meeting were Director Tracy Logan-Walker; CWPL employee Jayne Walker; and Wexford County Commissioner Ben Townsend. Public Participant, Julia Herringa Cirone, attended the meeting as well.

- 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 William Swank requested that “Mesick Parking Lot Maintenance” be added as item #8.3 to Old Business and that “Reference Library” be added as item #9.3 under New Business. *Trustee Lee Jones moved to approve the Agenda of the April 17, 2023, Board Meeting as amended. The Motion was duly seconded by Trustee Carol Blake and, with no further discussion, approved unanimously.*
- 3. Minutes:** *Trustee Blake moved to approve the Minutes of the March 20, 2023, Board Meeting. The Motion was duly seconded by Trustee Swank and, with no further discussion, approved unanimously.*
- 4. Public Participation:** Ms. Julia Herringa Cirone shared about how much she has utilized the Library and that she came to express her appreciation and that the Library is “outstanding”!
- 5. Communications:** Chairperson Linda Kimbel read a patron’s response to the Board’s decision last month to keep the Out of County Fee policy as is.
- 6. Director’s Report:** Director Logan shared that she now has the computer usage statistics for February (1,926) and March (2,286) and commented that there is an “upswing” in every category on her report. She also noted that the History Speaker Series drew a best attendance of 56 when Commissioner Ben Townsend spoke in March about the history of the Mesick area of Wexford County. Director Logan informed the Board that the FOL increased its funding of the Adult Summer Reading Program this year from \$300 to \$600 and Chairperson Linda Kimbel volunteered to write to FOL President, Vicki Long, to express the Board’s gratitude for the FOL’s generous support.

7. Financial Reports/Current Bills:

- 7.1 Financial Reports/Current Bills: *Trustee Jones moved to approve the financial statements and disbursements, as per the check detail report, for March, 2023. The Motion was duly seconded by Trustee Blake and, after no further discussion, approved unanimously.*

8. Old Business:

- 8.1 Roof Update: Director Logan stated that the Library is on the schedule for late summer—hopefully August.
- 8.2 FOL Memo of Understanding: Director Logan informed the Board that she is waiting for the FOL's suggestions and hopes to have something to discuss and vote on at next month's Meeting.
- 8.3 Mesick Parking Lot Maintenance: Trustee Swank informed the Board that he had attended the Springville Township Board meeting on April 4, 2023, to express his concern for the winter maintenance of the Mesick Library's parking lot. Later he was informed that Springville Township would start salting the lot along with snow removal in the future.

9. New Business:

- 9.1 Trustee Training—Chapter 3: Trustee Jones led the Board in a discussion of the checklist at the end of Chapter 3 having to do with policies. After some discussion, Director Logan said she would start introducing a policy each month for evaluation. Trustee Kimbel volunteered to lead the discussion on Chapter 4 at May's Meeting.
- 9.2 Letter of Thanks to Burdell Township: It was the consensus of the Board to have Director Logan send the proposed letter of thanks to Burdell Township.
- 9.3 Reference Library: Trustee Swank informed the Board that a copy of the book "History of Wexford County" by John Wheeler was not available at the Mesick Library for patrons to reference and requested that one be made available. Director Logan said she would speak with Branch Manager, Mallory Brems, about making a copy available.

- 10. Next Meeting:** A Regular Meeting of the Board will be Monday, May 15, 2023 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 6:06 p.m.

Recorded by Jayne Walker