



Minutes of the Library Board Meeting, May 15, 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 May 15, 2023, was held at the CWPL in Cadillac, Michigan. Trustees present included Lee Jones, Linda Kimbel, Lindsay Rumohr and William Swank. Trustee Carol Blake was absent. Also attending the Regular Meeting were Director Tracy Logan-Walker; CWPL employee Jayne Walker; and Wexford County Commissioner Ben Townsend (who left at 6:00 p.m.).

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 Lee Jones moved to approve the Agenda of the May 15, 2023, Board Meeting as presented. The Motion was duly seconded by Trustee Lindsay Rumohr and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee William Swank moved to approve the Minutes of the April 17, 2023, Board Meeting. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.*
4. **Public Participation:** None.
5. **Communications:** None.
6. **Director's Report:** Director Logan added two things. First, the Mesick Homeschool program that meets bi-monthly is going very well with around 50 in attendance. Secondly, she added that she is reaching out to four Wexford County townships (Wexford, Liberty, Slagle and Boon) to promote the Library initiative called "One County, One Library". This initiative will provide "little libraries", hotspots, and help with programs and events in an effort to educate people on library services, show value, and encourage local library use.
7. **Financial Reports/Current Bills:**
 - 7.1 **Financial Reports/Current Bills:** *Trustee Rumohr moved to approve the financial statements and disbursements, as per the check detail report, for April, 2023. The Motion was duly seconded by Trustee Jones and, after no further discussion, approved unanimously.*
8. **Old Business:**
 - 8.1 **Roof Update:** Still on schedule for late summer.

8.2 FOL Memo of Understanding: After a brief discussion, the following Motion was made: *Trustee Jones moved to adopt the updated Memorandum of Understanding as presented. The Motion was duly seconded by Trustee Swank and with no further discussion, approved unanimously.* Board Chairperson, Linda Kimbel and Secretary, Lindsay Rumohr, signed the document.

9. New Business:

9.1 Trustee Training—Chapter 4: Chairperson Linda Kimbel gave the Board an overview on Chapter 4 having to do with future planning. After some discussion it was the consensus of the Board to add “Future Planning” as an item under Old Business to the September, 2023, Board Meeting Agenda. Trustee Swank volunteered to lead a discussion on Chapter Five at the June Meeting.

9.2 Public Comment Policy: After reading and discussing this new policy, the following motion was made: *Trustee Jones moved to adopt the Public Comment Policy as presented. The Motion was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.* Board Secretary, Lindsay Rumohr, signed the resolution to adopt the policy.

9.3 Parking Lot Repair Bids: Three bids for repairing, sealcoating and striping the Cadillac Branch parking lot were presented. After Director Logan and the Board discussed which bid to accept, the following Motion was made: *Trustee Swank moved to accept the bid from Dave’s Sealcoating for the repair, sealcoating and striping of the Cadillac Branch parking lot for the amount of \$5,790. The Motion was duly seconded by Trustee Rumohr and with no further discussion, the Motion was approved unanimously.*

9.4 Donated Materials Policy: Director Logan provided copies of the policy for the Board members to take home to review and come ready to discuss at next month’s meeting.

10. Next Meeting: A Regular Meeting of the Board will be Monday, June 19, 2023 in Tustin at 6:00 p.m.

11. Adjournment: There being no further business before the Board, a *Motion by Trustee Jones to adjourn was duly seconded by Trustee Swank and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 6:15 p.m.

Recorded by Jayne Walker