



Minutes of the Library Board Meeting, July 18, 2022

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library (“CWPL” or “Library”), commencing at 6:03 p.m. on July 18, 2022, was held at the Manton Public Library, in Manton, Michigan. Trustees present included Carol Blake, Lee Jones, Linda Kimbel and Lindsay Rumohr. Trustee Bengelink was absent. Also attending the Regular Meeting were Director Tracy Logan-Walker; CWPL employee Jayne Walker; Manton Library Manger Mallory Brehms; and Wexford County Commissioner Ben Townsend.

1. **Call to Order, Roll Call:** Chairperson Linda Kimbel called the Meeting to order at 6:03 p.m.
2. **Additions to the Agenda:** *Trustee Carol Blake moved to approve the agenda of the July 18, 2022 Board Meeting as presented. The Motion was duly seconded by Trustee Lee Jones and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Blake moved to approve the Minutes of the June 20, 2022, Board Meeting. The Motion was duly seconded by Trustee Lindsay Rumohr and, with no further discussion, approved unanimously.*
4. **Public Participation:** None.
5. **Communications:** None
6. **Director’s Report:** Director Logan handed out copies of a fact-filled brochure highlighting the Library’s services and giving factual information about the upcoming millage. She encouraged the Trustees to pass them out to anyone they thought would be interested. She also reported that the Cadillac Summer Reading Program (SRP) has been well attended for both children and adult programs. She also mentioned that Wiggins tree service had spent three days on the Library’s landscaping getting it back into shape after being neglected.
Trustee Linda Kimbel reported on the new Manton Library sign and plans to improve the wheelchair accessible ramp. Branch Manager, Mallory Brehms shared that, between the two recent Manton Summer Reading Program events, they had 50 children in attendance which exceeded their expectations.
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 the month of June, 2022. The Motion was duly seconded by Trustee Blake and, after no further discussion, approved unanimously.*

Financial Coordinator, Jayne Walker, shared that the recent Municipal Employee Retirement System (MERS) Annual Actuarial Valuation Report for December, 2021, shows that the Library has increased its retirement funding from 72% to 74%. She also shared that CWPL just received \$219,445 in Penal Fines from the State of Michigan--\$19,445 more than what had been budgeted.

8. Old Business:

- 8.1 Roof Update: Nothing new to report at this time. However, Director Logan did inform the Board that there is a need to repair a cracked roof drain pipe inside one of the outside walls. Roof drains were not part of the bidding process for the roof repair.

9. New Business:

- 9.1 Policy Review: Director Logan informed the Board that the new Ethics/Conduct Policy language is in process. Hopefully it will be ready to review next month.
- 9.2 Millage Paperwork: CWPL Board Secretary, Lindsay Rumohr, and Chairperson, Linda Kimbel, signed the 2022 Tax Rate Request Form L-4029 and Director Logan plans to hand deliver it to the Equalization Department.

- 10. Next Meeting:** A Regular Meeting of the Board will be Monday, August 15, 2022 in Mesick at 6:00 p.m.

- 11. Adjournment:** There being no further business before the Board, a *Motion by Trustee Blake to adjourn was duly seconded by Trustee Rumohr and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 6:40 p.m.

Recorded by Jayne Walker