



Minutes of the Library Board Meeting, August 17, 2020

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library ("CWPL" or "Library"), commencing at 5:28 p.m. on August 17, 2020, was held at the CWPL in Cadillac, Michigan. Trustees present included Sandy Bengelink, Linda Kimbel, Vicki Long, and Brian Valice. Trustee Lee Jones was absent. Also attending the Regular Meeting were: Director Tracy Logan-Walker; CWPL employee Jayne Walker; Wexford County Commissioner Ben Townsend; and Manton Library Manager, Debra Letts.

1. **Call to Order, Roll Call:** Chairman Brian Valice called the Meeting to order at 5:28 p.m.
2. **Additions to the Agenda:** *Trustee Linda Kimbel moved to approve the agenda of the August 17, 2020 Board Meeting. The Motion was duly seconded by Trustee Vicki Long and, with no further discussion, the Motion was approved unanimously.*
3. **Minutes:** *Trustee Long moved to approve the Minutes of the July 20, 2020, Board Meeting. The Motion was duly seconded by Trustee Sandy Bengelink and, with no further discussion, approved unanimously.*
4. **Public Participation:** None.
5. **Communications:** None.
6. **Director's Report:** Director Tracy Logan invited Manton Library Branch Manager, Debra Letts to share. Mrs. Letts informed the Board that she would be retiring next April and stated that it has been nice working with the Board. Chairman Valice expressed appreciation for her work and for all she has done to promote the new Manton library building. The rest of the Board members also shared their appreciation.
7. **Financial Reports/Current Bills:**
 - 7.1. Financial Reports/Current Bills: *Trustee Kimbel moved to approve the financial statements and disbursements, as per the check detail report, for the month of July, 2020. The Motion was duly seconded by Trustee Bengelink and, after no further discussion, approved unanimously.*
8. **Old Business:**
 - 8.1. Friends of the Library ("FOL"): Trustee Long handed out the FOL agenda for the August 18, 2020 meeting which is to be held outside on the Library lawn. She also shared that the book sales at the local farmer's market was going very well. Trustee Kimbel,

representing the Manton FOL, stated that they had been able to secure an “Amazon Smile” account which will help raise money for the new Manton Library.

8.2. Roof Update: Director Logan has spoken to project manager, Steve Steimel, and he expects to take bids this fall with work to begin next spring or summer.

8.3. Trustee By-Laws: Chairman Valice will provide a copy of his revisions to Director Logan to pass along to the Library’s attorney, Anne Seurnyck for her consideration and suggested changes.

9. New Business:

9.1. Retirement Status: The Board discussed the increased amount of the unfunded liability for the Library’s Defined Benefit retirement plan per the 2019 Annual Actuarial Valuation Report by Municipal Employee’s Retirement System (“MERS”). After a lengthy discussion, Chairman Valice asked Director Logan to get clarification from MERS representative, Tony Radjenovich, about the economic and demographic changes that MERS made which so drastically impacted the accrued liability. He also suggested that Mike Cool, of Baird, Cotter & Bishop, P.C., be invited to attend the next meeting to give his perspective about what options the Library has in dealing with the unfunded portion of its retirement account.

9.2. Tustin Relationship: Director Logan shared with the Board that the relationship with Tustin Library is not clearly defined and because of that, she finds it difficult to know what she and the Library are responsible for. It was the consensus of the Board that Director Logan seek to develop a new Memo of Understanding (“MOU”) with the Tustin Library Board to provide clarity of relationship and responsibilities. Director Logan plans to attend the next Tustin Library Board meeting in September to start the process.

9.3. Amended Library Hours: Due to the increasing numbers of patrons coming in to the Library and its branches since re-opening in June, Director Logan suggested that the hours of operation for Cadillac and the branches be increased. *Trustee Kimbel moved to increase Library hours starting in September per the schedule provided by Director Logan. The Motion was duly seconded by Trustee Long and, with no further discussion, approved unanimously.*

10. Next Meeting: Monday, September 21, 2020 **at the Mesick Library at 6:00 p.m.**

11. Adjournment: There being no further business before the Board, a *Motion by Trustee Bengelink to adjourn was duly seconded by Trustee Kimbel and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 6:14 p.m.

Recorded by Jayne Walker