

**Mideastern Michigan Library Cooperative
Board of Trustees Meeting
September 19, 2023 – 5:30 p.m.
Public Libraries of Saginaw-Hoyt Branch
505 Janes Avenue
Saginaw, MI 48607**

***Continue our commitment to the advancement of library service
by assisting all members in providing and delivering valuable,
cost effective services to their library communities.***

Agenda

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| I. Call to order | Jubar |
| II. Board Member Introductions | Jubar |
| III. Roll Call. | Bancroft |
| IV. Public Comments | |
| V. Resignation of Board Member: Nancy House | (Action) |
| VII. Approval of the Minutes – May 11,2023 | (Action) |
| VIII. Approval of the Financial Statements – August 31, 2023 | (Action) |
| IX. Committee Reports/Action: | |
| A. Personnel Committee | Drake |
| 1. Director’s Work Plan 2022-23 – Final Report | (Action) |
| 2. Director’s Evaluation | (Action) |
| 3. Cost of Living Increase to Salaries | (Action) |
| B. Budget and Finance Committee*** | Clark |
| 1. Budget Adjustments FY 2022-23 | (Action) |
| 2. Genesee District Library: Trust Account Disbursement | (Action) |
| 3. Annual Audit | (Information) |
| 4. Proposed FY 2023-24 Budget | (Action) |
| 5. Planned Fund Balance Use for FY 2023-2024 | (Action) |
| 6. Resolution on Fund Balance FY 2023-2024 | (Action) |
| C. Document Review Committee | Palmer |
| 1. Plan of Service Revision | (Action) |
| 2. Website Privacy Policy | (Action) |
| 3. Website Terms of Use Policy | (Action) |
| D. Board Officer Slate, FY 2023-24 | Jubar |
| Dr. Jason Jubar, Chairman, Holly Township Library | |
| Sandy Drake, Vice Chair, Capital Area District Library | |
| Tanya Jefferson, Treasurer, Gloria Cole Flint Public Library | |

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| X. Business: | Jubar |
| A. Resolution on Banking Institutions | (Action) |
| B. Resolution on Credit Cards | (Action) |
| D. Board Meeting Schedule | (Action) |
| E. Committee Service Assignments | Information |
| F. Board Member Contact List | Information |
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| XI. Director's Report | Palmer |
| A. Technology and Innovation Grant Report | Information |
| B. Director's Work Plan FY2023-24 | (Action) |
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| XII. Recognition of Board Service | Jubar/Palmer |
| Pam Clark, Public Libraries of Saginaw | |
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| XIII. Oath of Office | Jubar |
| Julie Hyatt, representing Grace A. Dow Memorial Library | |
| Susan Beal, representing Lapeer District Library | |
| Sara Pettit, representing Shiawassee District Library | |
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| XIV. Board Comments. | |
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| XV. Adjournment. | |

**Next scheduled meeting of the MMLC Board:
January 11, 2023, 5:30 p.m., Annual Audit Presentation
Community District Library – Corunna Branch**