

**LAKELAND LIBRARY COOPERATIVE  
BOARD MINUTES – Official  
Thursday, March 11, 2021 at 9:30 a.m.  
Via Zoom**

Present: Dale Parus, Shirley Bruursema, Karen McKinnon, Diane Kooiker, Lance Werner, John McNaughton, Mattie Cook, and Kelly Richards (arrived during the Auditor's Report ~9:44 a.m.)

Staff Present: Carol Dawe and Kelly Schroeder

Absent: Peggy Hemerling

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:33 a.m. by Dale Parus. There were 37 additional participants.
- 2) **APPROVAL OF AGENDA:** Lance Werner moved, supported by John McNaughton, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** There were no questions from members.
- 4) **AUDITOR'S REPORT:** Matt Holland from Gabridge & Company presented the audit report slide show. Lakeland received an unmodified opinion with a clean report and no major budget deficiencies. Carol reminded everyone that the budget is split into departments, so the "Administration" budget line may look lower than some organizations. She and Janet are hoping to work with the auditors on continuing to bring clarity to the budget. Dale remarked that Lakeland was in good shape and that library funding should be relatively stable for the near future. Matt added that with CARES and other funding, he would agree. Shirley asked if Matt was comfortable with the Fund Balance and he said he was, and that Lakeland has had a healthy Fund Balance as long as he can remember. Carol, Dale and Matt thanked Janet Cornell for her hard work.
- 5) **PUBLIC COMMENTS:** Matt Holland thanked all the libraries/staff for their service to their communities. There were no additional public comments.
- 6) **APPROVAL OF MINUTES:** Shirley Bruursema moved, supported by Mattie Cook, to approve the Board minutes from February 11, 2021 as presented – *motion carried*.
- 7) **FINANCIAL REPORT:** Carol mentioned that Capira had been purchased by OCLC and that Lakeland finally received the invoice. Janet added that it will be included in the financials next month. John McNaughton moved, supported by Karen McKinnon, to approve the Financial Reports as presented - *motion carried*.
- 8) **PRESIDENT'S REPORT:** Dale Parus said that Lakeland was going along well and that he was sad to see Mattie go. Mattie said she'll miss everyone, and that Flat River is a great place to work.
- 9) **DIRECTOR'S REPORT:** Carol Dawe said Lakeland is ahead of schedule with BiblioCore and will give an update at Advisory Council. She is still working on the Bylaws and will get in touch with Diane, Kelly, and Dale soon. She has also been helping with several director searches. Lois Lovell (ES) introduced Merri Jo Tuinstra as the new director at Sparta Carnegie Township Library.
- 10) **COUNCIL/COMMITTEE REPORTS:** There were no questions from members.
- 11) **NEW BUSINESS:**
  - a) Election of New Treasurer for 2021 Term Ending 9/21 – Dale explained that they looked at the Bylaws for guidance and found no specific procedure for this situation. He added that Karen McKinnon has been on the Finance Committee, has a working knowledge of the process and has agreed to being nominated. The Board will vote whether to confirm her as Treasurer. Shirley Bruursema moved, supported by Lance Werner, to approve the election of Karen McKinnon as Treasurer, replacing Mattie Cook, for the remainder of the 2021 term ending in September 2021 – *motion carried*.
- 12) **BOARD DEVELOPMENT:** Carol wanted to discuss how libraries have been assisting staff in getting vaccinated. She added that it can't be required but can be offered. Ideas and suggestions were shared – in particular, to reach out to local health departments and schools.

13) **PUBLIC COMMENTS:**

- a) Lois Lovell (ES) announced that her last day would be March 31<sup>st</sup>, re-introduced Merri Jo Tuinstra, and everyone wished her well on the next part of her journey.

14) **BOARD MEMBER COMMENTS:**

- a) Everyone congratulated the directors who are leaving and welcomed the ones who are new.
- b) Shirley Bruursema talked about the Library of Michigan Advanced Trustee Workshop coming up. She will miss the outgoing directors – they are the heartbeat of our libraries. She welcomed Karen as Treasurer. She gave a special thanks to Janet for her work with the audit.
- c) John McNaughton said that GRPL is opening with limited capacity at all locations.
- d) Mattie Cook thanked everyone for the nice messages and has enjoyed working with everyone. She thanked Karen for taking on the Treasurer office, and thanked Carol and Janet for making it a simple process over the years.
- e) There were no other comments from board members.

15) **NEXT MEETING:** Thursday, April 8, 2021, at 9:30 a.m. via Zoom

16) **ADJOURNMENT:** Kelly Richards moved, supported by Mattie Cook, to adjourn at 10:11 a.m. - *motion carried.*

Respectfully submitted by,  
Kelly Ann Schroeder