



# LAKELAND LIBRARY COOPERATIVE

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## LAKELAND LIBRARY COOPERATIVE

### BOARD MINUTES – Official

Thursday, September 11, 2025 at 9:30 a.m.

Kent District Library Service Center

Present: Maggie McKeithan (OS), Lance Werner (KDL), Dale Parus (IC), John McNaughton (GRPL), Carol Dawe (LLC), Rob Bristow (OG), Abby Black (OA), Jessica Hunt (NG)

Lakeland Staff Present: Ann Langlois, Amber McLain

Absent: Ron Suszek (MADL), Diane Kooiker (HDL)

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at **9:30** by John McNaughton.
- 2) **APPROVAL OF AGENDA:** Lance Werner moved, supported by Rob Bristow, to approve the agenda as presented - *motion carried*.
- 3) **PUBLIC COMMENTS:** There were no public comments.
- 4) **APPROVAL OF MINUTES:** Lance Werner moved, supported by Rob Bristow, to approve the board minutes from August 14 – *motion carried*.
- 5) **FINANCIAL REPORT:**
  - a) August Financials and Check Register: Lance Werner moved, supported by Maggie McKeithan, to approve the August Financials as presented - *motion carried*.
- 6) **PRESIDENT'S REPORT**
  - a) John McNaughton discussed the upcoming need for officers.
- 7) **COOPERATIVE DIRECTOR'S REPORT**
  - a) Carol Dawe has shared her succession plan with the board for discussion. She will be working on her evaluation in the coming weeks. Carol also shared that no libraries will be currently able to move forward with BiblioWeb as there is an issue with multiple libraries on a shared ILS having Admin permissions over the websites when on BiblioWeb (i.e. because Amber is the Admin for the LLC catalog, she also has admin powers over the MADL and Herrick BiblioWeb sites.)
- 8) **COUNCIL / COMMITTEE REPORTS**
  - a) Advisory Council minutes included for information.
- 9) **ONGOING / NEW BUSINESS:**
  - a) *2024-2025 Budget Amendments* – Rob Bristow moved, supported by Abby Black, to approve 2024-2025 Budget Amendments – *motion carried*.
  - b) *2025-2026 Budget (with endnotes)* – Rob Bristow moved, supported by Abby Black, to approve *2025-2026 Budget (with endnotes)*\* – *motion carried*.
  - c) *Credit Card Policy* – Lance Werner moved, supported by Abby Black, to approve the Credit Card Policy – *motion carried*.
  - d) 2025-2026 Healthcare Resolution – Dale Parus moved, supported by Rob Bristow, to approve 2025-2026 Healthcare Resolution – *motion carried*.
  - e) 2025-2026 Meeting Schedule – Dale Parus moved, supported by Maggie McKeithan, to approve 2025-2026 Meeting Dates – *motion carried*.
- 10) **PUBLIC COMMENTS:**
  - a) None
- 11) **BOARD MEMBER COMMENTS:**

a) Lance Werner announced that Baker and Taylor has been acquired Reader Link. He also shared updates about KDL branch construction.

b) Maggie McKeithan asked for advice on conveyor belts.

**12) NEXT MEETING:** Thursday, **October 9, 2025**, at 9:30 a.m. at Kent District Library Service Center.

**13) ADJOURNMENT:** Lance Werner moved, supported by Rob Bristow, to adjourn at **9:45** - *motion carried*.

Respectfully submitted by,  
Amber McLain

\*Note: minutes originally stated “**2025-2026 Budget (with endnotes) – Rob Bristow moved, supported by Abby Black, to approve 2025-2026 Budget (with endnotes)\* – motion carried.**” **This was an error. Minutes were amended on July 27, 2026, changes approved by the board on 8-13-2026.**