

## Board of Trustees - Regular Meeting Wednesday, August 28th, 2024 at 7:00pm

I. Roll Call

Jennifer Donovan		Lora Repp		Sylvia Matthews		-Open Seat-	
Gloria Melton		Tim Scarlett		Will Cantrell			

Guests:

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- II. Opportunity for Public to Address the Board (5 min. per person/ 30 min. total allotment)
- III. Approval/Additions of the Agenda
- IV. Approval of Minutes: June 24th, 2024
- V. Reports and Committee Business
  - A. Director’s Report - Katrina Linde-Moriarty
    - 1. 2024 Millage Update
    - 2. Financial Report
  - B. Policy Committee
  - C. Personnel Committee
    - 1. 23-24 Annual Evaluation of the Director
  - D. Budget Committee
  - E. Building Committee
- VI. Old Business
  - A. No Old Business
- VII. New Business
  - A. Monthly Half Day Closure for Staff Training and Meetings
  - B. 2024-2025 Superiorland Board of Directors Election: Group 2
  - C. 2024 L-4029 Tax Rate Request Form
- VIII. Opportunity for Public to Address the Board (Optional, unlimited)
- IX. Adjournment
- X. Date of Next Meeting
  - A. Wednesday, September 25th, 2024



**Agenda Item Title:** Approval of the drafted August 2024 PLDL Board Meeting Agenda.

**Presented By:** Lora Repp

**Motion to:** Approve the August 2024 PLDL Board Meeting Agenda as presented.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_

**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstaintions:** \_\_\_\_\_

**Agenda Item Title:** Approval of the drafted June 2024 PLDL Board Meeting Minutes.

**Presented By:** Lora Repp

**Motion to:** Approve the June 2024 PLDL Board Meeting Minutes as presented.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_

**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstaintions:** \_\_\_\_\_

**Agenda Item Title:** Present, Review, and Approve the Annual Evaluation of the Director.

**Presented By:** Personnel Committee

**Motion to:** Approve the 23-24 Annual Evaluation of the Director as presented.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_



**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstaintions:** \_\_\_\_\_

**Agenda Item:** Monthly Half -Day Closure for Staff Training and Meetings

**Presented By:** Director Katrina Linde-Moriarty

**Description:** In an effort to improve training opportunities and promote communication across staff, the director requests the Library Board to consider closing the library for a half day once a month for scheduling training opportunities and staff meetings. The director will consider current events, door count trends, and staff availability when selecting the monthly half-day.

**Motion to:** Approve the director to select and close the library once a month for a half-day for training and meeting opportunities.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_

**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstaintions:** \_\_\_\_\_

**Agenda Item:** Resolution 2024-2: 24-25 Superiorland Board of Directors Election: Group 2

**Presented By:** Director Katrina Linde-Moriarty

**Description:** As part of an annual election process, the PLDL Library Board has the opportunity to elect candidates to the Superiorland Library Cooperative Board of Directors for Group 2.

**Motion to:** Approve Resolution 2024-2: Electing Candidates to the Superiorland Library Cooperative Board of Directors.



1st: \_\_\_\_\_

2nd: \_\_\_\_\_

**Discussion:**

**Roll Call Vote:**

Jennifer Donovan		Lora Repp		Sylvia Matthews	
Gloria Melton		Tim Scarlett		Will Cantrell	

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**Resolution 2024-2: Electing Candidates to the Superiorland Library Cooperative Board of Directors**

WHEREAS the Portage Lake District Library is a member of the Superiorland Library Cooperative; and

WHEREAS, the Portage Lake District Library is entitled to vote for up to three candidates in their designated voting Group to serve on the 2024-2025 Superiorland Library Cooperative Board of Directors; and

WHEREAS, the Board of Trustees of the Portage Lake District Library has duly selected the following candidates for election to the 2024-2025 Superiorland Library Cooperative Board of Directors:

- Eyre Becker, Negaunee Public Library
- Kim Nowack, St. Ignace Public Library
- Dwight Sunday, Forsyth Township Public Library

THEREFORE, BE IT RESOLVED, that the Portage Lake District Library Board of Trustees hereby selects the above-named individuals to serve on the Board of Directors of the Superiorland Library Cooperative.

Adopted this Wednesday, August 28th at \_\_\_\_\_.



Signature: \_\_\_\_\_

Sylvia Matthews

Secretary of the Portage Lake District Library Board of Trustees

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**Agenda Item:** 2024 L-4029 Tax Rate Request Form

**Presented By:** Director Katrina Linde-Moriarty

**Description:** Annually PLDL Library Board reviews the prepared L-4029 Tax Rate Request Form from calculations provided by the Houghton Co.'s Equalization Dept. This form is submitted to the County Board of Commissioners allowing for the county to levy taxes as approved by the terms of the library's millage. Headlee Millage Reductions are also calculated and applied through this form.

**Motion to:** Approve the prepared 2024 L-4029 Tax Rate Request Form to levy taxes as approved by the terms of the library's millage with the applied Headlee Millage Reduction.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_

**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**Agenda Item:** Adjourn the August 2024 PLDL Board Meeting

**Presented By:** Lora Repp

**Motion to:** Approve the monthly August 2024 PLDL Board Meeting.

**1st:** \_\_\_\_\_

**2nd:** \_\_\_\_\_



**Discussion:**

**Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_