

**SUPERIOR DISTRICT LIBRARY  
BOARD OF TRUSTEES REGULAR BOARD MEETING**

**Location:** Les Cheneaux Community Library, Cedarville

**Date:** October 28, 2024

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**Call to Order:**

The meeting was called to order at 3:05 p.m. by Board President, Karen McClenny.

**Roll Call:**

Present: President Karen McClenny, Secretary Tim McConkey, Trustee Daryl Orr, Treasurer Cris Roll, Trustee Jan Reelitz, and Vice-president Sheila Bergdoll. Also present: Lisa Waskin, SDL Director; Suzette Olson, HR, and Financial Manager for SDL; Jane French, Manager of Les Cheneaux Community Library; and Adeline Snyder, HR/Bookkeeping Assistant.

**Public Comments on Agenda Items:** None

**Discussion/Acceptance of Agenda:**

Motion for approval of the agenda made by Vice-President Bergdoll, seconded by Treasurer Roll.

Discussion: None.

Motion passed unanimously.

**Business Items:**

**Approval of the Minutes from the Regular Board Meeting on August 28, 2024 –**

A motion was made by Secretary McConkey for the approval of the minutes from the Regular Board Meeting on August 28, 2024. Motion was seconded by Trustee Orr.

Discussion: None

Motion passed unanimously.

**Financial Reports from August and September 2024:**

Motion by Treasurer Roll to accept the August and September 2024, Financial Reports.

Seconded by Trustee Reelitz.

Discussion: None

Motion passed unanimously.

**Payment of the Bills:**

Following a review of the expenses for August, September and October 2024, the motion was made by Vice-President Bergdoll and seconded by Trustee Orr to approve payment of the bills as presented.

Discussion: None

Motion passed unanimously.

**Information Items:**

**A. Library Director's Report:**

1. Update on the patio work at Pickford Community Library – Director Waskin reported that the Pickford Library outdoor patio concrete still has not been poured

due to weather delays and other jobs on the contractor's agenda. A fence also still needs to be put along the ditch in the back for safety and gates placed at either end of the area so children cannot easily access the parking lot or alley behind the library. At this point, Pat Fagan does not feel that he will be able to get the job completed and will be issuing a refund to the library.

2. Update on 110 Dawson Street Building – Director Waskin reported that they have moved into the new building and are now operating from there.
  3. Portage Township Tax Waiver – The tax waiver for the households located in Portage Township that are in the Superior District Library service area since they are located in the Engadine School District expired on August 25, 2024. An email was received by President McClenny from the Portage Township Treasurer stating that the waiver was still in effect and also requesting that the SDL continue to waive the taxes for those residents. Director Waskin was included in the email, but since her email address was incorrectly entered, she did not receive the email from them. A paper letter was sent to President McClenny and Director Waskin with the same information. Director Waskin responded with a copy of the waiver agreement which had the date of signing in August of 2024, which signified that it had expired. She also stated that the SDL was not interested in continuing to waive the fees since they had done so for the past ten years, and that the Curtis Library was no longer part of the SDL service area, so they would be collecting taxes on those households for library services.
  4. Reappointment of Trustees – Trustees Orr and Bergdoll are up for reappointment at the end of the calendar year, 2024. Both are interested in being reappointed so will be reapplying to continue on the board.
  5. Audit Update – The audit was performed the week of October 8<sup>th</sup>. There were no significant issues found. One correction was regarding how the Penal Fines were being added to the budget when they were paid in August, and that the final budget had to be approved by June 30<sup>th</sup> before they came in. The audit will be presented to the board at the December 2024 meeting.
  6. Health Insurance Update – Director Waskin reported that the projected increase for health insurance for the district will be 11% this year. The insurance review committee will meet prior to the November meeting to look over the options. The board will vote at the November board meeting on any changes or updates to the insurance plan for the district.
  7. Tax Rate Question – It was discovered that the millage rate in the annual report was based on last year's rate. The new rate with additional Headlee Act decreases should have been 0.4967, instead of 0.4976. The corrected forms were filed for this year. However, since the ballot question used the old rate, and the voted-on rate of 0.9976 was approved, the rate for the millage next year will be the higher amount, so some Headlee Rollback money was regained in the millage increase this year.
- B. **Treasurer's Report:** Treasurer Roll shared that she had looked over the bills and signed the monthly checks.
- C. **Board President Comments:** President McClenny spoke about the upcoming Board Retreat on November 11<sup>th</sup> and asked that the time be changed to later in the day, or

- the retreat be changed to a different day. It was decided that the retreat would be rescheduled to 1pm-4pm on Monday, November 11<sup>th</sup>.
- D. **Committee Reports:** None
  - E. **Communications:** Just the letter from Portage Township regarding the tax waiver, which was previously discussed.

**Action Items:**

**Unfinished Business:**

None

**New Business:**

**Discussion/Approval of the Discontinuation of the Waiver for Portage Township Residents in the Superior District Library Service Area-**

A motion was made by Treasurer Roll to not renew the tax waiver for Portage Township residents residing in the Superior District Library Service Area. The motion was seconded by Trustee Orr.

Discussion: None

Motion passed unanimously.

**Discussion/Approval of the Amendment to the Tax Rate for Millage Collection for FY2024-2025** – A motion was made by Vice-President Bergdoll and seconded by Secretary McConkey to approve the amendment of the tax rate for the millage for FY2024-2025 to reflect the correct rate of 0.4967.

Discussion: None

Motion passed unanimously.

**Trustees' Comments:** Various board members thanked Jane for hosting the meeting and for the delicious food.

**Public Comments on Other Matters:** Library Manager Jane French shared the upcoming events at the Les Cheneaux Community Library and the successful event they had held on Saturday, October 26<sup>th</sup> for the new Ojibwa Library Collection.

Director Waskin expressed gratitude for the support of the board in allowing her to work remotely while helping her mother with caring for her stepfather in September for two weeks after a stay at the hospital.

**Adjournment:** Motion made by Trustee Reelitz and seconded by President McClenny to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 3:50 p.m.

\*Next meeting will be held on Monday, November 18, 2024, at 3:00pm at the Pickford Community Library.

Respectfully Submitted

*Lisa Waskin*

Lisa Waskin, District Director, Superior District Library