

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
Tuesday, June 20, 2023**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, **June 20, 2023** in the George Shiras III Room of the Peter White Public Library. The meeting was called to order by President Anne Donohue at 5:00PM.

Members Present: Anne Donohue, President; Steve Schmunk, Secretary; Suzanne Williams, Member; Lori Nelson, Member; Carol Steinhaus, Excused.

Library Staff Present: Andrea Ingmire, Library Director; Bruce MacDonald, Assistant Director/IT Head; Heather Steltenpohl, Development Director; Ann Richmond Garrett, Administrative Assistant; Jamie Goodwin, Finance Director; Marty Achatz, Adult Programming Department Head; Amy Salminen, Adult Services Department Head.

TAC Representatives Present: Tom Bronken, Marquette Township

Others present (online): Members of the Public Online

The Agenda was approved as Amended on a motion by Schmunk and seconded by Nelson. The motion is approved 4-0.

The Minutes of the May 23, 2023 Board Meeting were approved as corrected on a motion by Nelson and seconded by Williams. The motion is approved 3-0 with one abstention (Schmunk).

Special Presentation – Kathryn Pelton, Anderson Tackman Audit Report. Pelton gave a presentation on the Audited Financial Statements for the Year Ended September 30, 2022, and explained the auditing process.

Dillon Geshel, Superiorland Library Cooperative. Geshel gave a presentation on the role of public libraries in relation to Intellectual Freedom. He reviewed the legal precedents and considerations in cases involving the United States Constitution and material challenges.

TAC Report: Paul Marin, Marquette Township. TAC met on June 7th, 2023. Tom responded to the reports of revenue growth and increased revenue from penal fines, and addressed recent Board Activity in regard to Intellectual Freedom. A member of the public participated in their most recent meeting. The next TAC meeting has been rescheduled changing from Sept 6th to September 27th 2023.

Financial Reports – including Approval of the Bills: Goodwin addressed questions and comments related to the bills and financial reports. According to reports from the City, Penal fines are trending upward. A motion was brought by Schmunk and seconded by Nelson to approve the bills for May 2023, in the amount of \$164,145.52. The motion is approved 4-0.

Public Comment: James Gallant. Gallant posed questions in regard to Roberts Rules of Order, posed questions on the presentation by Geshel, and referenced the Library's May 2023 Request for Reconsideration relative to Child Protection Law. Gallant also questioned why the

Library's public comment period format does not mirror the City Commission's public comment period.

John Taylor. Taylor spoke in support of the Board's decision to retain *This Book is Gay* as an educational resource in the collection.

Sue Holiday. Holiday spoke on behalf of The League of Women Voters, State League, on the duties of libraries relative to censorship and the public's right to access information.

Board Action Items:

- a) **Holiday Schedule: Early Closure –July 3rd, 5:00pm**, due to public fireworks in observance of Independence Day. **On a motion by Nelson and seconded by Schmunk. The Board of Trustees of the Peter White Public Library moves to close the library at 5:00 pm on Monday, July 3, 2023. The motion is approved 4-0.**
- b) **Superiorland Library Cooperative Board Representative Appointment** – Anne Donohue has been serving on the SLC Board since 2021. There were no other nominations for this position. On a motion by Nelson and seconded by Williams, the Board moves to adopt the attached Resolution to appoint Anne Donohue as the PWPL Representative to the Superiorland Library Cooperative Board of Trustees for a term ending September 30, 2026. **The motion is approved 4-0.**
- c) **FOIA Packet (MGT -4 and MGT 4.1)** – from Library attorneys Fosters and Swift. Requestor Contact Information Requirement was updated. Nelson asked for clarification on the timeline for a Request should the Director be on vacation. Admin will clarify with attorneys. Williams asked if the Library procedure is similar to the City of Marquette. She also questioned use of repetitive language in the summary and policy sections, corrections were made to sections H and I of the summary. **On a motion by Schmunk and seconded by Nelson, the Board moves to adopt the attached Resolution to approve FOIA procedures and guidelines, a written public summary, and detailed itemization documents as edited. The motion is approved 4-0.**
- d) **Policies for Review- MGT** – 10 Investment Operations Policy. Detailed policy for procedure involving Carroll Paul Memorial Trust fund and General Trust Fund are being reviewed. No action, first reading.

Other Business: None

Board Member Comment:

- a) PWPL By-Laws Committee –Steinhaus and Nelson are on the committee.
- b) **Trustee Manual:** Review of Chapter 10, 2022 Edition.
- c) **Proposed Joint TAC and Board of Trustees Meeting.** September 27th was chosen for the meeting, the day after the regularly scheduled Board Meeting.

Standing Reports: A postcard of gratitude was received from an anonymous reader, thanking library staff for their service.

