

Upper Peninsula Region of Library Cooperation, Inc.
Annual Membership (Business) Meeting
Minutes of the Meeting of September 18, 2025

CALL TO ORDER: The annual Membership (Business) Meeting of the Upper Peninsula Region of Library Cooperation was held in Fornetti Hall at Bay College, Iron Mountain, Michigan and via Zoom conferencing service. Since the UPRLC Board Chair, Jenn Donner, was unable to attend the meeting, the Vice-chair, Lisa Waskin, called the meeting to order at 1:45 PM Central/12:45 PM Eastern.

PRESENT:

Designated Voters: Boni Ashburn, Hancock School Public Library; Leslie Moore, Forsyth Township Library; Connie Meyer, Crawford County Library; Jessica Holman, Negaunee Public Library; Wanda Tessmer, Carp Lake Township Library; Lisa Cromell, Munising School Public Library; Lynne Wiercinski, Ironwood Carnegie Public Library; Evelyn Gathu, Crystal Fall District Community Library; Megan Rose, Dickinson County Library; Mariel Carter, Bay College (on Zoom); Andrea Ingmire, Peter White Public Library; Christina Markowski, Alpena County Library; Lakin Ozzello, Wakefield Public Library; Sharon Crotser, St. Ignace Public Library, Tricia Wylie, Superiorland Library Cooperative; and Lisa Waskin, Superior District Library

Others Attending: Ellen Moore and Pamela Malmsten, Superiorland Library Cooperative; Ash Brown, Michigan Technological University; Jane French and Diane Cochran, SDL - Les Cheneaux Community Library; Amy Salminen, Peter White Public Library; Peter Clegg and Cassandra Collins, SDL - Pickford Community Library; Scott Garrison, Midwest Collaborative for Library Services; and Kristin Fondriest, Munising School Public Library

APPOINTMENT OF THE MEETING RECORDER: A motion was made to appoint Pamela Malmsten to be the recorder of the Annual Business Meeting minutes (MSC Megan Rose/Jessica Holman). Motion carried unanimously.

WELCOME AND REMARKS:

UPRLC Board Vice-Chair Lisa Waskin thanked everyone for attending. She commented that the conference has been very successful so far and the presenters have been fantastic.

Superiorland Library Cooperative's new Director, Tricia Wylie, introduced herself and welcomed everyone to the conference. She thanked the conference planning committee and everyone who pitched it to help with organization and miscellaneous tasks.

Ellen Moore, Superiorland Library Cooperative's Assistant System Administrator, read a poem in tribute to former SLC board member Caroline Jordan, who passed away recently.

ANNUAL FINANCIAL REPORT: Pam Malmsten presented a background summary and overview of UPRLC's financial structure.

UPRLC is a 501(c)(3) non-profit organization. Financial records are audited yearly by an independent auditor; the auditor also prepares the annual 990 tax return. Since all of UPRLC's members are schools and libraries, the audit is presented in a GASB format, rather than a non-profit format. UPRLC complies with all GASB rules, including the requirement that individual line-item expenditures not exceed Board-approved budgeted line-item expenditures. Financial audits are posted on UPRLC's web site.

The UPRLC Board of Directors meets 3 – 4 times per year, and all members are invited to attend; most people connect to the meeting via Zoom conferencing service using their computers or other devices. Policies, financial reports, and membership information are posted on UPRLC's web site at www.uprlc.org.

UPRLC has four separate accounting classes including: the general fund, the continuing education fund, the ALS (automated library services) fund, and the employee PTO (accrued leave) fund.

ALS User Council Class: ALS revenues include member operations fees, interest, and rebilled supplies, licenses, and maintenance. ALS expenses include operating supplies; group discount subscriptions, maintenance, automated system expenses, reimbursement to the Superiorland Library Cooperative for staffing and overhead, a portion of the UPRLC annual financial audit, and rebilled expenses for supplies, group subscriptions, licenses, and maintenance.

UPRLC General Fund (GF)/Continuing Education (CE) Classes: The UPRLC GF and CE class revenues include membership dues and Annual Conference registrations. Expenses include insurance (property and liability, directors and officers, and cyber insurance), a portion of the UPRLC annual financial audit, and expenses related to the UPRLC Annual Conference.

For details on financial reports, including the final FY 2025 budget and the FY 2026 budget, Pam encouraged everyone to attend the UPRLC Board of Directors meeting scheduled for 4:30 PM Central.

ELECTION OF THE FY 2025/2026 BOARD OF DIRECTORS:

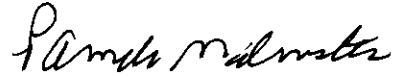
The FY 2025/2026 election was conducted via an electronic ballot. There were three open seats and four candidates. FY 2025 board members with terms expiring on 09/30/2025 included: Dillon Geshel (who resigned on 5/16/2025), Lisa Waskin, and Erin Matas. Erin Matas agreed to run for re-election. Dillon Geshel had resigned from his position as director of the Superiorland Library Cooperative and Lisa Waskin decided to step down from the board at the end of her term. In addition to Erin Matas (Michigan Technological University), Meredith Sommers (Superior District Library), Janice Lubenow (U.P. Health System Marquette), and Megan Rose (Dickinson County Library) agreed to run for three-year terms.

Tricia Wylie announced the results of the election. The three candidates who received the greatest number of votes were: Erin Matas, Meredith Sommers, and Megan Rose. The three candidates were presented as the slate of nominees.

A motion was made to elect Erin Matas, Meredith Sommers, and Megan Rose [all with terms expiring 9/30/2028] to the UPRLC Board of Directors for FY 2025/2026 (MSC Lisa Cromell/Andrea Ingmire). Motion carried unanimously.

ADJOURNMENT: There being no further business, the Chair declared the meeting adjourned at 2:00 PM Central/3:00 PM Eastern.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Pamela Malmsten".

Pamela Malmsten, Recorder

