

Upper Peninsula Region of Library Cooperation, Inc.

Meeting of the Board of Directors
Minutes of the Meeting of September 22, 2026

CALL TO ORDER: The Board of Directors of the Upper Peninsula Region of Library Cooperation met in Ballroom I of the Northern Center on the campus of Northern Michigan University in Marquette, Michigan. The meeting was held in conjunction with the 2026 UPRLC Annual Conference. The Chair, Megan Rose, called the meeting to order at 3:46 PM Central/4:46 PM Eastern.

ROLL CALL: (All attendees were present in-person)

Trustees Present:

Chair: Megan Rose

Treasurer: Lynne Wiercinski

Secretary: Leslie Moore

Other Trustees Present: Lynne Lesky, Erin Matas, and Meredith Sommers

Others Present: Tricia Wylie and Pamela Malmsten

Trustees Absent: Mariel Carter and Jennifer Donner

APPROVAL OF THE AGENDA: A motion was made to approve the agenda as presented (MSC Lynne Wiercinski/Meredith Sommers). Motion carried unanimously.

APPROVAL OF THE MINUTES:

May 5, 2026 Minutes of the Board of Directors Regular Meeting: A motion was made to approve the minutes of the May 5, 2026 regular meeting as presented (MSC Lynne Lesky/Leslie Moore. Motion carried unanimously.

FINANCIAL REPORT: Pam Malmsten presented the financial report.

(Note: There were no general fund cash disbursements June, July, or August.)

May 2025 Cash Disbursements: The May disbursement of \$473 to West Bend Mutual Insurance Company (account 3-910) was for UPRLC's director's and officer's insurance premium.

Year to Date Report as of 08/31/2026: The total of year-to-date revenues for all funds was \$357,268. The total of expenses for all funds was \$300,950.

Balance Sheet as of 08/31/2026: As of 08/31/2026, UPRLC assets totaled \$562,298.63 and liabilities plus fund balances totaled \$562,298.63.

A motion was made to approve general fund cash disbursements of \$473 for May 2026, the year-to-date report [with total revenues of \$357,268 and total expenses of \$300,950], and the balance sheet as of August 31, 2026 [with total assets of \$562,298.63 and total liabilities plus fund balances of \$562,298.63] (MSC Lynne Wiercinski/Meredith Sommers). Motion carried unanimously.

COMMITTEE AND OTHER REPORTS:

UPRLC Annual Conference Committee Update: Committee member Megan Rose reported that the conference was successful; she encouraged people to consider joining the 2027 Conference Committee.

Policy Committee: The policy committee is working on revising and updating the UPRLC administrative policies. The committee's next meeting will likely be in early November.

Awards Nominating Committee Report: The Awards Committee presented four awards: Suzanne Dees Lifetime Achievement Award (Lisa Cromell, Director of the Munising School Public Library); Librarian of the Year (Boni Ashburn, Director of the Hancock Area District Library), Community Champion (Randy Riley, former State Librarian), and Library of the Year (Ironwood Carnegie Public Library).

OLD BUSINESS: No items of old business were discussed.

NEW BUSINESS:

Resolution for former State Librarian Randy Riley: A draft resolution honoring Randy Riley, the former State Librarian who passed away unexpectedly in January 2026, was presented to the board. The draft resolution was edited slightly and the following final version was adopted by the board:

RESOLUTION HONORING THE LIFE AND SUPPORT OF RANDY RILEY

WHEREAS, Randy Riley served as State Librarian of Michigan, advocating for libraries of all sizes across the entire state of Michigan from his appointment in 2014 to his sudden and unexpected pass in 2026; and

WHEREAS, with unyielding support, Randy attended the Upper Peninsula Region of Library Cooperation (UPRLC) Annual Conference and promoted the opportunities it provided to rural libraries in the Upper Peninsula of Michigan (UP); and

WHEREAS, with great leadership, Randy encouraged Library of Michigan staff to travel to the UP and present and share their knowledge and Library of Michigan services and initiatives to the membership of UPRLC; and

WHEREAS, Randy was a kind and trusted friend, colleague, mentor, and advisor to librarians throughout UPRLC, who could be called upon for advice and levity in any situation; and

WHEREAS, Randy influenced so many lives, shared so many laughs, and touched so many hearts;

NOW, THEREFORE, BE IT RESOLVED that the UPRLC Board honors and remembers the life, service, advocacy, compassion, and legacy of Randy Riley, and wishes to express our gratitude for his support of UPRLC members and his commitment to the Library of Michigan throughout his career; and

BE IT FURTHER RESOLVED that this resolution be shared to the Library of Michigan Board of Trustees and that a copy be shared with Randy's family in honor of the legacy Randy has left us.

Adopted in honor of a life and legacy that shall be an example to the Michigan library community for years to follow and out of the deepest respect and gratitude for that life, well-lived.

Megan Rose, Upper Peninsula Region of Library Cooperation Board Chair

Adopted by the UPRLC Board September 22, 2026



A motion was made to adopt the resolution honoring Randy Riley (MSC Erin Matas/Leslie Moore). Motion carried unanimously.

FY 2025/2026 UPRLC Combined Budget Revision: Pam Malmsten presented the report.

General Fund and Continuing Education Funds: The UPRLC Annual Conference revenues and General Fund membership dues line items were increased. The Continuing Education/Conferences expense line item was increased from \$8,000 to \$13,000 to reflect additional conference expenses. The Continuing Education fund is showing a projected net loss of \$2,806; the loss will be covered by the continuing education fund balance, which currently has a balance of \$10,759.22. Total estimated conference revenues are \$10,794 and total estimated expenses are \$13,600. The General Fund has a projected net income of \$190.

Total Revenues in the proposed General Fund revised budget: \$15,619

Total Expenses in the proposed General Fund revised budget: \$18,235

Projected Net Loss in the proposed revised budget: \$2,216

ALS Fund: The ALS User Council approved its final budget revision at its September 10, 2026 meeting. The professional and contractual line-item was increased by \$630.47. The increase was due to a Superiorland Library Cooperative required payroll journal entry to adjust for the last 8 working days of September, which will not be paid to employees until October, but must be recorded as a FY 2026 expense. SLC has a management contract with UPRLC and bills UPRLC monthly for a portion of salary costs and office overhead expenses.

Total Revenues in the proposed revised ALS budget: \$349,238

Total Expenses in the proposed revised budget: \$326,331

Projected Net Income in the proposed revised budget: \$22,907

UPRLC FY 2026 Combined Budget (all funds) Revision Summary:

Total Revenues in the proposed revised budget: \$364,857

Total Expenses in the proposed revised budget: \$344,566

Projected Net Income in the proposed revised budget: \$20,291

A motion was made to approve the proposed FY 2025/2026 final budget revision as presented (MSC Meredith Sommers/Lynne Lesky). Motion carried unanimously.

FY 2027/2028 UPRLC Combined Budget Approval: Pam Malmsten presented the report.

General Fund and Continuing Education Funds: FY 2026/2027 General Fund and Continuing Education Fund revenues were based on FY 2026 revenues and expenses. The General Fund budget is balanced (\$4,625 revenues and expenses), and the Continuing Education Fund projects a net loss of \$500, which will be transferred from the Continuing Education Fund Balance.

ALS User Council Fund: The ALS User Council approved its FY 2026/2027 budget on 02/05/2026; the UPRLC Board of Directors approved the ALS FY 2026/2027 budget on 02/16/2026.

UPRLC FY 2026/2027 Combined Budget (all funds) Summary:

Total Revenues (all funds) in Proposed FY 2027 Budget: \$358,293

Total Expenses (all funds) in Proposed FY 2027 Budget: \$352,714

Projected Net Income (all funds) in Proposed FY 2027 budget: \$5,579

A motion was made to approve the proposed UPRLC FY 2026/2027 combined budget as presented (MSC Lynne Wiercinski/Erin Matas). Motion carried unanimously.

Conflict-of-Interest Policy: Pam Malmsten reminded everyone that UPRLC FY 2027 board members need to fill out and return the Conflict-of-Interest forms. The forms need to be returned to Pam Malmsten by January 1, 2027.

E-rate Policies Annual Adoption: A motion was made to approve the FY 2026/2027 E-Rate policies as presented (MSC Leslie Moore/Lynne Lesky). Motion carried unanimously.

SET NEXT MEETING DATE: It was agreed that a Doodle poll would be sent out to schedule the next meeting. [Note: the meeting was later scheduled for October 7, 2026 at 11 AM Central/12 PM Eastern.]

ADJOURNMENT: There being no further business, the meeting was adjourned by consensus at 4:11 PM Central/5:11 PM Eastern.

Respectfully submitted,

Leslie Moore, Secretary

Pamela Malmsten, Recorder