

**TLN Steering Committee**  
**Virtual Meeting Minutes**  
**Friday, July 23, 2021**

Committee Members in Attendance: Carrie Ralston (Walled Lake), Michael Cumming (Flat Rock), Jessica Keyser (Grosse Pointe), Holly Teasdale (Lyon Township), Steve Bowers (TLN) and Cindy Mack (Brighton).

1. Call to Order: The meeting was called to order by Chair Teasdale at 10:00 a.m.
2. Approval of the June 4, 2021 and June 8, 2021 Minutes: Ralston moved to approve the minutes. Keyser seconded. Motion passed.
3. Approval of the Agenda as Amended: Keyser moved to approve the amended agenda. Ralston seconded. Motion passed.
4. Chairperson's Report: Bowers informed the Committee that the TLN Board met in-person at their last meeting. They approved funding to replace the floors in the warehouse. Additionally, Bowers discussed strategic goals with the Board. No priorities besides HR and annual reviews were identified by the Board. The SAS Executive Committee is voting to change their Bylaws and Bowers is considering recommending that all committees have the same policy. Additionally, the Plan of Service is a priority item that members and the Board will review and approve in the upcoming year.
5. Old Business:
  - a. TLN Strategic Planning: Bowers reviewed TLN's goals and objectives with the Committee. These include: infrastructure "website redesign"; inclusive culture, equity and access "LEAF"; and TLN rebranding.
  - b. Fall DEI Workshop Series: Bowers provided an overview of the series that will be presented by NEW. It is an organization that helps companies incorporate DEI into their practices. Participating libraries will be conducting self-assessments this fall and this winter TLN will host educational webinars on this topic.
  - c. Membership Meetings: October's meeting will be a discussion focused on Equity vs. Equality. Facilitators for this discussion include Kristin Shelley and Jasmine Parker. Minutes will no longer be taken at membership meetings.
  - d. Plan of Service: Various aspects of the plan were discussed, including transitioning the format of membership meetings to membership events and inviting all TLN membership, including staff to the events. Bowers will hold monthly directors meetings to provide library directors with more frequent engagement. It was also recommended that committee reports be given to all directors. Additionally, the names of the committees may be changes to workgroups or interest groups.
6. New Business:
  - a. TLN Budget: The new budget was presented to the Committee by TLN Controller, Rick Rosekrans.
  - b. New Chair-Elect: Cindy Mack volunteered to chair the committee this upcoming year.
7. Adjournment: Keyser moved to adjourn the meeting. Ralston seconded. The meeting adjourned at 11:02 a.m.

Minutes submitted by Secretary, Cindy Mack