

**CAPITAL AREA DISTRICT LIBRARY  
BOARD MEETING DRAFT MINUTES  
April 19, 2006**

Members Present: Deb Bloomquist, Alma Staton, Quenda Story, Joan Trezise, and Stu Wilson

Members Absent: Marge Bossenbery

Staff Present: Nancy Bujold, Eileen Droscha, Sue Hill, Julie Laxton, Kim Stewart, Pat Taylor, and Catherine Welscher

Others Present: Paul Goulet, Mike Thomas

**Call to Order**

The Chairperson called the meeting to order at 5:32 p.m.

**Roll Call**

The secretary called the roll:

Bloomquist—Present

Bossenbery—Absent

Staton—Present

Story—Present

Trezise—Present

Wilson—Present

**Communications**

**Public Comments on Agenda Items**

There were no public comments on agenda items.

**Consent Agenda**

I. Approval of Agenda

Stu Wilson moved to approve the Consent Agenda with the following additions: Item #2 Deferred Compensation Plan Amendment, Item #3 Main Library Closing, Item #4 Painting of the Haslett Library, and Item #7 SER 301 Forest Parke Library and Archives, as well as all items under policy review including REL 201 Millage Support, SER 104 Privacy Policy, SER 104a Privacy Statement, SER 107 Use of Facilities, SER 108 Exhibits, Displays, Handouts and Announcements, and SER 109 Sale of Items. Joan Trezise seconded the motion. Motion carried.

2. Approval of Minutes of March 15, 2006

This item was approved by consent.

3. Receipt of March Financial Report

This item was approved by consent.

4. Disbursements for March

This item was approved by consent.

### **Chairperson's Comments**

There were no comments.

### **Old Business**

There was no old business.

### **New Business**

#### **General**

1. Election of Officers

Alma Staton and Deb Bloomquist served on the Nomination Committee. Deb Bloomquist moved to re-elect the current officers -- Quenda Story, Chairperson; Marge Bossenbery, Vice-Chairperson; Alma Staton, Secretary; and Joan Trezise, Treasurer. Alma Staton seconded the motion. Motion carried.

2. Deferred Compensation Plan Amendment

This item was approved by consent.

3. Main Library Closing

This item was approved by consent.

4. Painting of the Haslett Library

This item was approved by consent.

5. Wanger Donation

Eugene Wanger has offered to donate his collection of Ingham County Historical Materials to the Capital Area District Library. The collection will be housed in Mason in locked cabinets. The Deed of Gift includes other details regarding this donation. Joan Trezise moved to accept the donation and approve the Deed of Gift. Stu Wilson seconded the motion. Motion carried.

6. SER 204 Accessibility Policy

Joan Trezise moved to approve SER 204 Accessibility Policy with deletion of the word "appropriate" from first paragraph. Deb Bloomquist supported the motion. Motion carried.

7. SER 301 Forest Parke Library and Archives

This item was approved by consent.

8. Legislative Update

There were no comments.

9. Community Contacts

Nancy Bujold and Quenda Story attended Human Services Committee Meeting of Ingham County Board of Commissioners. At that meeting the Human Services Committee reviewed a resolution from the City of Mason requesting that the City become a participating municipality in CADL and further requesting that an additional member be added to the CADL Board.

Nancy Bujold and Stu Wilson visited the Leslie Library. Catherine Welscher and Stu Wilson visited the Dansville Library. Stu Wilson complimented the Dansville facility and noted nice paint, carpet, and artwork. Eileen Droscha reported that Sheryl Knox visited the Aurelius Library.

**Development Committee**

I. Building Resolution

The Board reviewed the Building Resolution. This is an initial step towards creating a facility plan. Joan Trezise moved to support the following resolution. Stu Wilson seconded the motion. Motion carried. Paul Goulet has agreed to serve on a future committee to implement the building resolution.

**BUILDING RESOLUTION**

**April 19, 2006**

*Whereas library use has increased dramatically during the past five years:*

	<b>2000</b>	<b>2005</b>	<b>Percent Increase</b>
<i>Circulation</i>	972,329	1,930,303	99%
<i>Library Patrons</i>	36,900	82,660	109%
<i>Number of Materials</i>	444,689	569,599	28%
<i>Visits</i>	920,465	1,490,176	62%
<i>Computers</i>	143	229	60%
<i>Computer Use</i>	120,350	270,211	125%
<i>Attendance at events</i>	51,520	84,778	65%

*Whereas this increased use has created space needs at all library facilities – space for books and other library materials, space for programs, space for more public access computers, space for children's activities, and space for quiet reading and study, and*

*Whereas the local municipalities that currently provide library facilities lack funding to expand and improve those facilities*

*Therefore let it be resolved that the Capital Area District Library investigate options to expand its responsibility for library facilities, and*

*Therefore let it be further resolved that the Capital Area District Library meet with representatives of local municipalities and townships that are currently providing library facilities to discuss this proposal, and*

*Therefore let it be further resolved that the Capital Area District Library conduct a funding feasibility study to assess the level of funding opportunities for library facilities including donations, grants, and an increased millage.*

Since the Development and Facilities Committee have similar purposes, Deb Bloomquist moved to merge those two Committees. Alma Staton seconded the motion. Motion carried. The new committee will be called the CADL Development Committee with a charge to consider improvements at all locations. Joan Trezise will chair the Committee. Members will be Marge Bossenbery and Stu Wilson.

#### Policy Review

The following policies were approved by consent:

1. REL 201 Millage Support
2. SER 104 Privacy Policy
2. SER 104a Privacy Statement
3. SER 107 Use of Facilities
4. SER 108 Exhibits, Displays, Handouts and Announcements
5. SER 109 Sale of Items

#### Paul Goulet

Quenda Story expressed her regret that Paul Goulet had resigned effective April 15, 2006 and said that she greatly appreciated the many contributions that Paul had made as a library board member. Stu Wilson moved to approve the following resolution honoring Paul Goulet. A framed, signed copy of the resolution was presented to Paul and the Board expressed its best wishes on his retirement from the library board.

*CAPITAL AREA DISTRICT LIBRARY  
BOARD RESOLUTION  
April 19, 2006*

*Whereas the Ingham County Board of Commissioners appointed Paul Goulet to serve on the Capital Area District Library Board effective April 18, 2002, and*

*Whereas he has served the Board in many capacities, including chairing the Facilities Committee, serving on the Finance Committee and serving as Secretary, and*

*Whereas Paul was a leader in the Library's search for a solution to library facilities issues, investigating maintenance and building renovation needs, and*

*Whereas he was passionate about representing out-county residents, adequate open hours, and satisfactory funding for books and other materials, and*

*Whereas Paul listened carefully to all viewpoints and then asked questions designed to get to the center of the issue and keep the discussion moving forward, and*

*Whereas Paul always paid attention to the bottom line asking, "What is this going to do for the library and for library patrons?"*

*Therefore, let it further resolved that the Capital Area District Library Board offers its sincere appreciation to Paul Goulet for his dedication and commitment to the Capital Area District Library, and further wishes him much happiness in the future.*

### **Director's Report**

Each year CADL recognizes its volunteers during National Volunteer Week with small gifts. Branch Heads generally thank the volunteers in person or by letter and give them their gift. The RIF volunteers working at CADL Headquarters will be recognized by Youth Specialist, Nichole Welz, who will send RIF volunteers a thank you letter and gift.

Sue Hill advised the Board about a concern related to the Ingham County Library retirement plan through MERS. Some of the participants in that plan have now turned 60 and are eligible for retirement under that plan. They recently found out that their retirement payment was frozen at age 60 and that no further interest is being accumulated. MERS did not notify affected employees of this practice. As a result some employees have lost significant sums of money. Julie Laxton sent a letter requesting reconsideration of this practice and is awaiting reply. If MERS' decision is not favorable, this issue will be appealed by the affected employees and will come to the board for support.

Circulation is booming. Registered patrons and number of visits have increased. We are once again experiencing large increases in use -- especially computer use. March was Reading Month, featuring a special Pop-in Day. Some libraries (Main and Leslie) featured several community leaders as readers.

### **Development Director's Report**

Nancy Bujold attended a meeting with the City of Lansing.

The reopening of the Holt Library is set for May 7 with ribbon cutting at 12:15. Remarks are anticipated from members of the board.

The Leslie Expansion Committee continues to meet and is determining whether to hire a consultant to help with fundraising services.

The Williamston Zoning Commission needs to approve signage for the new Williamston Library. Both the City of Williamston and CADL need to complete some additional work before the library can move.

Wheatfield Township had a resolution that a member of the public clarified did not pass. A grant request was sent to the foundation to work on issues.

The new CADL donor wall was unveiled last week.

Nancy Bujold attended an Arts Council of Greater Lansing Creative Teachers event. Extensive research was reviewed and another meeting will be held related to portraying the library as a cultural institution.

A meeting was held March 8th with Mayor Bernero to discuss the future structure of libraries.

The Hope Borbas Okemos Library Friends group has been asked to support the RIF Babes program. The Friends of Lansing Libraries has pledged funds for that project. There were numerous compliments related to the Circle of Friends event and a regional Chamber of Commerce event is being planned.

Nancy Bujold attended the PLA Conference.

A letter that was sent to Lansing State Journal regarding National Volunteer's Week was shared.

Annual report meetings continue and gratitude was expressed for assistance.

### **Public Comments**

Mike Thomas wishes to build a library for the City of Williamston. His goal is to build a library with ground breaking in five years. Mr. Thomas shared his background and requested input from the Board regarding proposed library details. It was stated that the community should decide what it wants in terms of a library facility. A recommendation was made that Mr. Thomas meet with CADL staff members for further discussion and he provided contact information.

Paul Goulet indicated that he had received an inquiry from a reporter regarding library's plan to close early on April 22. Nancy Bujold said that she had received an inquiry from a City Pulse reporter.

### **Staff Comments**

There were no staff comments.

**Board Member Comments**

Stu Wilson was concerned about the timing for a countywide millage for the zoo. He recommended that the library be on the ballot with as few other proposals as possible. Sue Hill explained that a millage proposal for the zoo is expected to be on the ballot in November.

Joan Trezise recommended the current issue of American Libraries and complimented articles and photos. She referred to an article on the librarian's library and stated that she hopes we continue the trend of pursuing staff with relevant degrees and who are highly skilled professionals.

**Adjournment**

The meeting adjourned at 7:06 p.m.