

**CAPITAL AREA DISTRICT LIBRARY
BOARD MEETING
July 25, 2007**

Members Present: Deb Bloomquist, Marge Bossenbery, Alma Staton, Quenda Story,
Joan Trezise, Sally Trout, Stu Wilson

Members Absent: None

Staff Present: Veronica Beecroft, Sue Hill, Maureen Hirten, Sheryl Knox, Kim Stewart,
Pat Taylor

Others Present: None

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—Present

Staton—Present

Story—Present

Trezise—Present

Trout—Present

Wilson—Present

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Marge Bossenbery moved to include to item #1 from the Finance Committee, new accounts at Dart Bank, on the consent agenda as well as policy review items. Stu Wilson seconded the motion. The motion carried.

Deb Bloomquist moved to approve the consent agenda as amended including the Minutes of June 13, 2007, the Financial Report for June, and the June 1 through June 30 disbursements totaling \$1,233,750.74. Joan Trezise seconded the motion. The motion carried.

2. Approval of Minutes of June 13, 2007

This item was approved by consent.

3. Receipt of June 2007 Financial Report
This item was approved by consent.
4. Disbursements for June
This item was approved by consent.

CHAIRPERSON'S COMMENTS

There were no comments by the Chairperson.

OLD BUSINESS

There was no old business.

NEW BUSINESS

General

1. SER 102 Circulation Policy
The Board reviewed the Circulation Policy including fees for non-residents. Minor edits were suggested. Stu Wilson moved to accept the recommendation of the Circulation Policy dated July 25, 2007, pending corrections. Deb Bloomquist seconded the motion. The motion carried.
2. SER 103c Code of Conduct Suspension Guidelines
Marge Bossenbery moved to adopt the Code of Conduct Suspension Guidelines dated July 25, 2007. Joan Trezise seconded the motion. The motion carried.
3. SER 103d Code of Conduct Penalties
There was discussion of the policy in reference to the viewing of child pornography. It was suggested that language about child pornography be made a bulleted item of its own with a ban of up to ten years for intentional viewing of child pornography in the library. Marge Bossenbery moved adopt the policy as amended. Sally Trout seconded the motion. The motion carried.
4. SER 103e Code of Conduct Suspension Appeal Process
Joan Trezise moved to adopt the Code of Conduct Suspension Appeal Process dated July 25, 2007. Marge Bossenbery seconded the motion. The motion carried.
5. Legislative Update
There was no Legislative Update.
6. Community Contacts
Deb Bloomquist announced that she attended the Township Meeting in Holt for the presentation of CADL's annual report along with Sally Trout and Stu Wilson.

Sally Trout announced that Steve Jackson attended the Kiwanis Club Meeting in Mason on short notice at an early hour to share the Capital Improvement Plan.

It was suggested that CADL service brochures be distributed at meetings where the library may be promoted.

Development Committee

1. Update

Recommendations of the Advisory Committee and next steps were discussed. Areas for clarification, decision making, and communicating were discussed. The following areas may be pursued:

- Request a copy of Impression 5's audit report prior to the August meeting
- Obtain a firm figure for the cost of the demolition of Oliver Towers and clarify what assistance, if any, will be provided toward demolition expense
- Request the current value of the Oliver Towers site and estimated value of property following building demolition
- Consider reevaluating the building expense estimates. Issues include how to pursue the ideal project for less money, or how to pare back the project to reduce expense
- Clarify the direction that the City would prefer CADL take related to each Lansing library with regard to acquiring property, pursuing extended leases, and vision for the Main Branch
- Request a meeting with City representatives including Sue Hill and CADL Board representation

Quenda Story, Joan Trezise, and Sally Trout would like to attend the meeting. Marge Bossenbery will attend as a substitute if needed. Joan Trezise declined to attend the meeting after further consideration. It was suggested that Marge Bossenbery attend in Joan's place.

2. Next Development Committee Meeting

The next Development Committee Meeting will be held August 6 at 5:30 p.m.

Finance Committee

1. New Accounts at Dart Bank

This item was approved by consent.

2. Purchase of RFID Tags

Pat Taylor shared information regarding the proposal to purchase RFID tags. Joan Trezise moved to purchase RFID tags from Integrated Technology Group at a cost of \$83,965. Sally Trout seconded the motion. The motion carried.

Policy Review

No changes were recommended.

DIRECTOR'S REPORT

Sue Hill shared that statistics reflect that CADL is keeping pace with last year's statistics at this time. Road construction has cut back circulation at the Main Library.

The Summer Reading Program is progressing very well and accomplishing the objective of promoting reading over the summer.

PUBLIC, STAFF, AND BOARD COMMENTS

There were no comments.

CLOSED SESSION TO DISCUSS PURCHASE OF REAL ESTATE

Deb Bloomquist moved that the Board go into Closed Executive Session as allowed under the Open Meetings Act, PA 127 of 1976 as last amended, to discuss the purchase of real estate. Sally Trout seconded the motion. A roll call vote was held:

Bloomquist—Aye
Bossenbery—Aye
Staton—Aye
Story—Aye
Trezise—Aye
Trout—Aye
Wilson—Aye

The Board went into closed session at 7:08 p.m. The Board returned from closed session at 7:34 p.m.

ADJOURNMENT

Joan Trezise moved to adjourn the meeting. Stu Wilson supported the motion. The meeting adjourned at 7:35 p.m.