

**CAPITAL AREA DISTRICT LIBRARY
BOARD MEETING
January 20, 2010**

Members Present: Debora Bloomquist, Margaret Bossenbery, Alma Staton
Quenda Story, Joan Trezise, Sally Trout

Members Absent: None

Staff Present: Veronica Beecroft, Michele Brussow, Maureen Hirten,
Sheryl Knox, Liz Kudwa, Julie Laxton, Kim Stewart, Pat Taylor,
Catherine Welscher, Lance Werner

Others Present: None

CALL TO ORDER

The Chairperson called the meeting to order at 5:31 p.m.

ROLL CALL

The secretary called the roll:

Bloomquist—Present
Bossenbery—Present
Staton—Present
Story—Present
Trezise—Present
Trout—Present

COMMUNICATIONS

Correspondence received was shared with members of the Board. An invitation was received for the Women's Expo ribbon-cutting.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

Joan Trezise requested the addition of a closed session to discuss a personnel issue. Alma Staton seconded the motion. The motion carried.

I. Approval of Agenda

Debora Bloomquist moved to approve the consent agenda including the minutes of December 16, 2009, January 7, 2010, and the December 1 through December

31 disbursements totaling \$886,293.00. Sally Trout seconded the motion. The motion carried.

2. Approval of Minutes of December 16, 2009 and January 7, 2010
This item was approved by consent.
3. Financial Report for December 2009
This item was approved by consent.
4. Disbursements for December 2009
This item was approved by consent.

OLD BUSINESS

Margaret Bossenbery provided a reminder of the upcoming Millage Campaigns workshop.

Lance Werner shared a legal opinion related to library record use by collection agency. It is believed acceptable to provide necessary information to a collection agency.

NEW BUSINESS

General

1. REL 107, Gifts and Donations Policy
Quenda Story made a motion to accept changes proposed to REL 107, Gifts and Donations Policy. Debora Bloomquist seconded the motion. The motion carried.
2. SER 102, Circulation Policy
Quenda Story made a motion to adopt option 2 of section 8 of SER 102, Circulation Policy. Sally Trout second the motion. The motion carried.
3. SER 104, Privacy Policy
Sally Trout made a motion to adopt the policy changes with option 2, as suggested. Quenda Story seconded the motion. The motion carried.
4. SER 104a, Privacy Statement
Sally Trout made a motion to adopt option 2 as noted in the recommended revision of SER 104a, Privacy Statement. Joan Trezise seconded the motion. The motion carried.
5. Foster Library Contract Renewal
The Foster Library Contract is due for renewal. Two changes include 5-year timeline and the insured amount. Joan Trezise made a motion to approve the Foster Library Contract renewal. Alma Staton seconded the motion. The motion carried.

6. Power of We

Lance Werner shared information about the Power of We Consortium. This group consists of a number of organizations that are concerned with improving the quality of life for Lansing-area residents. Some of their goals and emphasis were shared.

There is no expense entailed in joining the Power of We and joining allows for greater involvement with initiatives. More information will be shared next month. Joan Trezise made a motion that CADL join Power of We. Quenda Story seconded the motion. The motion carried.

7. Legislative Update

There was no legislative update.

8. Community Contacts

Maureen Hirten shared that the move from the Haslett Library to the alternative high school site was discussed at the Meridian Township Board Meeting last night. Approximately 10-12 community members voiced support. There was discussion about allocating funds for renovations and fundraising to accommodate a potential relocation in the summer.

DIRECTOR'S REPORT

Lance Werner announced that Joan Smith will be retiring from her position as Okemos Head Librarian. She has facilitated countless initiatives in her role and will be missed.

Gratitude was expressed to those who have continually assisted with budget revisions.

A meeting was held to discuss CADL's upcoming millage. A recap on the meeting discussion was provided.

PUBLIC, STAFF, AND BOARD COMMENTS

There were no public, staff, or Board Member comments.

CLOSED SESSION

Sally Trout 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 a personnel matter. Joan Trezise seconded the motion. A roll call vote was held:

Bloomquist—Aye

Bossenbery—Aye

Staton—Aye

Story—Aye

Trezise—Aye

Trout—Aye

The Board went into closed session at 6:27 p.m. The Board returned from closed session at 6:38 p.m.

Alma Staton made a motion to approve a 2% raise for Lance Werner retroactive to January 1, 2010 contingent to review, with a contract amendment for annual review from here forward according to calendar year timelines. Sally Trout seconded the motion. The motion carried.

ADJOURNMENT

Debora Bloomquist made a motion to adjourn the meeting. Joan Trezise seconded the motion. The meeting adjourned at 6:41 p.m.