

**CAPITAL AREA DISTRICT LIBRARY
BOARD MEETING
May 21, 2008**

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, Julie Laxton, Trent Smiley, Kim Stewart, Pat Taylor, Catherine Welscher

Others Present: Vince Spagnuolo, Dan Whisler

CALL TO ORDER

The Chairperson called the meeting to order at 5:30 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.

CONSENT AGENDA

I. Approval of Agenda

Deb Bloomquist requested that all items under #8, Policy Review, be moved to the consent agenda. Quenda Story seconded the motion.

Quenda Story moved to approve the consent agenda as amended including the minutes of April 16, 2008, the Financial Report for April, and the April 1 through April 30 disbursements totaling \$978,750.05. Sally Trout seconded the motion. The motion carried.

2. Approval of Minutes of April 16, 2008
This item was approved by consent.
3. Receipt of April 2008 Financial Report
This item was approved by consent.
4. Disbursements for April 2008
This item was approved by consent.

PRESENTATION

Dan Whisler shared a summary on the Capital Improvement Plan including input from staff sessions and community meetings. Discussion included the following:

Downtown Library

Potential locations for the downtown facility were discussed. The Oliver Towers site is being used for planning purposes. Three sketch options were presented and parking and other points of emphasis were highlighted.

Meridian/Okemos Library

The site presently owned by Meridian Township near the corner of Central Park Drive and Okemos Road is being used for planning purposes. Unique features include meeting space that can be closed off from the rest of the library for potential extended community use. Two options were presented for the Okemos location.

Holt-Delhi

Potential sites for a new Holt-Delhi Library were reviewed. The primary focus is a two to five acre site near the triangle area of Aurelius, Cedar, and Holt Roads.

Mason

Two proposals were presented utilizing the property owned by the City of Mason where the current city hall is located. Parking space at this site might be limited and the City Hall might need to be relocated.

Williamston

The property owned by the Williamston Community Library Foundation on Grand River is being used for planning purposes. Features and space allocations were reviewed for two different options for that site.

Leslie

Leslie expansion to accommodate a larger meeting room was discussed. Consideration was given toward maximizing meeting room space based on an outside group's interest in a 200-seat meeting room. Additional funding for this type of expansion would need to be provided.

A visual tour was developed of area libraries and broader library facilities to reflect what other communities are doing to provide library service. The presentation could be customized by library location, placed on the website, and more.

Design workshops were focused on sketch sessions, and some follow-up may be feasible in communities that had lower attendance or made significant strides in sketch development.

Dan Whisler's efforts in representing CADL and meeting with the communities were commended.

NEW BUSINESS

General

I. City of Mason Participating Municipality Status

The City of Mason has asked to become a Participating Municipality in the Capital Area District Library. Staff recommended that Mason become a participating municipality due to the number of people from other areas that use the Mason Library and, further, that a new regional library is scheduled for the City of Mason as part of the Library Improvement Plan.

Deb Bloomquist and Sally Trout moved to approve the City of Mason's request for participating municipality status. The motion was seconded by Quenda Story.

"WHEREAS the Capital Area District Library Agreement provides an option for other municipalities to become a "Participating Municipality", and

"WHEREAS, the City of Mason has adopted a resolution requesting to become a Participating Municipality,

THEREFORE LET IT BE RESOLVED that the Capital Area District Library Board approves Participating Municipality status for the City of Mason."

A roll vote was held:

Bloomquist—yes
Bossenbery—yes
Staton—yes
Story—yes
Trezise—yes
Trout—yes
Wilson—no

The motion carried.

2. Construction Management Bid
Interviews were held Monday and Tuesday with construction management firms. Four companies were interviewed. Deb Bloomquist moved to award the bid to the Christman Company be subject to successful contract negotiations. Alma Staton seconded the motion. The motion carried.
3. Parking Agreement
The investment company name in the Parking Agreement was revised to “Abe Grand Avenue, LLC”. Joan Trezise moved to approve the Parking Agreement as revised. Quenda Story seconded the motion. The motion carried.
4. HUM 104 Equal Employment
Joan Trezise moved to adopt the proposed changes. Sally Trout seconded the motion. The motion carried.
5. HUM 107 Harassment
Joan Trezise moved to adopt the proposed changes. Deb Bloomquist seconded the motion. The motion carried.
6. Legislative Update
A hearing has taken place on State Aid that was attended by staff member, Liz Kudwa. Two small businesses that Liz had assisted attended the meeting and testified about the support provided by the library.
7. Community Contacts
Sally Trout attended a meeting in Williamston. Quenda Story, Joan Smith, and Ann Chapman participated in an interview on Home TV. Marge Bossenbery met recently with Mayor Bernero and with Eric Larson from Impression Five.
8. Policy Review

SER 104	Privacy Policy
SER 104a	Privacy Statement
SER 105	Internet Access Policy
SER 105a	Computer Use Policy
SER 107	Use of Facilities
SER 108	Exhibits, Displays, Handouts and Announcements
SER 109	Sale of Items
SER 201	Library Program and Events
SER 301	Forest Parke Library

Policy review items were approved by consent.

DIRECTOR'S REPORT

Sue Hill distributed a proposal from Al Bay for using state property as a possible site for the proposed downtown library. She also distributed an article from City Pulse about the use of this site.

Sue Hill also gave an update on the Library Improvement Plan. Nearly 60 speaking engagements have or will take place and dates have been established through July.

A timeline was shared for marketing efforts to include an e-newsletter, targeted postcard mailings, advertising through media, and more. All marketing efforts entail informational materials that have been approved by legal representation.

NEW BUSINESS (CONTINUED)

9. Closed Session to Discuss a Personnel Issue

Deb Bloomquist moved that the Board go into Closed Executive Session as allowed under the Open Meetings Act, Section 8E, as last amended, to discuss a personnel issue. Sally Trout seconded the motion. The motion carried.

The board went into closed session at 7:08 p.m. The Board returned from closed session at 7:50 pm.

10. Executive Committee

Marge Bossenbery appointed herself, Joan Trezise, and Sally Trout to the Executive Committee.

ADJOURNMENT

Joan Trezise moved to adjourn the meeting. Motion carried. The meeting adjourned at 7:55 pm.