

CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

May 18, 2016

Members Present: Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Vern Johnson, Sally Trout, Quenda Story

Members Absent:

Staff Present: Jill Abood, Sarah Doherty, Scott Duimstra, Jolee Hamlin, Maureen Hirten, Kathy Johnson, Sheryl Knox, Chelsea Koenigsknecht, Julie Laxton, Jim MacLean, Thais Rousseau, Trent Smiley, Pat Taylor, Jessica Trotter

Others Present:

CALL TO ORDER

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

ROLL CALL

Bloomquist—Present

Bossenbery—Present

Croff— Present

Johnson—Present

Story— Present

Trout—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

Sally Trout made a motion to move New Business, item number 3, and Finance, item numbers one through four. Margaret Bossenbery seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the consent agenda. Sally Trout seconded the motion. The motion. Carried.

2. Approval of Minutes April 20, 2016

The minutes of April 20, 2016 was approved by consent.

3. Disbursements for April 2016
The disbursements of April 2016 was approved by consent.

CHAIRPERSON'S COMMENTS

Debora Bloomquist attended BookFest in Chicago, Illinois April 13 and 14. June's meetings will take place on the following days:

- Finance Committee Meeting: Monday, June 13
- Committee of the Whole: Wednesday, June 15
- Board: Wednesday, June 22

NEW BUSINESS

General

1. Introduction of Jill Abood, *Community Outreach Librarian*
Executive Director, Maureen Hirten, introduced Jill Abood to the Board. Jill is a former employee of the East Lansing Public Library. Currently, Jill works as a Community Outreach Librarian in Administration and as a Public Services Librarian at the South Lansing Library. Jill is working with the special needs, refugee and ESL populations in the Community Outreach Department. At the South Lansing Library, Jill is working with STEM programming. Before Jill gained experience in a library system, she worked as a social worker in San Francisco.
2. PLA Annual Conference Attendee Experiences
Executive Director, Maureen Hirten, staff members Scott Duimstra, Sara Doherty, Jessica Trotter, Thais Rousseau, and Board member Margaret Bossenbery attended the PLA Annual Conference. Seminars of attendance by CADL staff included *Get Outside the Lines: Reintroducing You Library to the Community*, *The Bubbler at Madison Public Libraries: A System-Wide Approach to Learning through Marketing*, *Designing Spaces for People, Not Collections*, *Project Outcome Enrollment Workshop: Simple Tools to Measure our True Impact on the People We Serve* and *We are Tech Workers: Cultivating a Library Technoculture*. Attendees left the conference feeling re-energized.
3. SER 102 Circulation Policy
This item was approved by consent.
4. Legislative Update
There are no legislative updates.
5. Community Contacts
There were no community contacts.

FINANCE

1. FIN 211 Fixed Asset Disposal
This item was approved by consent.
2. April 2016 Financial Report
This item was approved by consent.
3. May 2016 Budget Adjustment
This item was approved by consent.

4. Vendor Recommendation for Sierra Hardware

This item was approved by consent.

DIRECTOR'S REPORT

- Executive Director, Maureen Hirten, presented the Board with the artwork that will be displayed on CADL's new Bookmobile. The Bookmobile will be available at the Ingham County Fair.
- Board members will receive an emailed invitation for the Storywalk ribbon cutting at Orlando Park in Haslett. The grand opening will take place on Thursday, June 2 at 1:00 PM.
- Neil West, Supervisor of Leroy Township, has had health problems. A card was sent to him on behalf of the Board and CADL staff.
- The annual report presentation will take place on June 13 at 5:30 before the Lansing City Council members.
- MSU has requested CADL brochures for their new faculty employee orientations.
- CADL participates in the Kroger Community Rewards program. It links shoppers' Kroger Card to CADL's NOP number. Kroger Plus cards are available at the customer service desk at the Kroger stores. It is time for these cards to be renewed and it can be renewed at www.krogercommunityrewards.com.
- Registration for the SRP has begun online. The program will begin on Saturday, June 4.
- Rose Marshall brought a four day year old calf to a farming storytime
- Downtown Lansing Enhance Fitness for Seniors was a hit among the Downtown Lansing Library patrons; therefore, the program has been extended due to its popularity.
- The Leslie Library had 62 children attend the CADL tech toys workshop.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or Board member comments.

ADJOURNMENT

Jeff made a motion to adjourn the meeting. Sally Trout seconded the motion. The motion carried. The meeting adjourned at 7:07 p.m.