

CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

January 20, 2016

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

Members Absent:

Staff Present: Scott Duimstra, Jolee Hamlin, Maureen Hirten, Kathy Johnson, Chelsea Koenigsknecht, Julie Laxton, Sherri McConnell, Pat Taylor

Others Present:

CALL TO ORDER

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

ROLL CALL

Bloomquist—Present

Bossenbery—Present

Croff— Present (arrived at 6:00 p.m.)

Johnson—Present

Story— Present

Trout—Present

COMMUNICATIONS

Communications were received from the Foster, Holt and Haslett Libraries. The libraries appreciated receiving holiday candies from the CADL Board.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Margaret Bossenbery made a motion to move all items under Finance to the Consent Agenda. Vern Johnson seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the Consent Agenda including the minutes of December 16, 2015 and the December 1 through December 31 disbursements totaling \$916,965.01. Sally Trout seconded the motion. The motion carried.

2. Approval of Minutes December 16, 2015

This item was approved by consent.

3. Disbursements for December 2015

This item was approved by consent.

CHAIRPERSON'S COMMENTS

Executive Director Maureen Hirten, Okemos Library Head Betsy Hull and Board members Debora Bloomquist, Quenda Story and Jeff Croff attended the MLK Luncheon. The featured speaker was Andrew Young.

Board Chair, Debora Bloomquist, will be attending the National Library Legislative Day in Washington D.C.

PRESENTATION

1. Introduction of Sherri McConnell, Adult Selection Specialist
Scott Duimstra introduced Sherri McConnell, Adult Selection Specialist, to the Board. Sherri transferred from the Public Services Librarian position at the Holt-Delhi Library. Sherri will be purchasing non-fiction and AV materials.
2. Analytics on Demand – Scott Duimstra, Senior Associate Director
Analytics on Demand is a tool that helps users learn more about its users and communities. It helps CADL gain knowledge on demographic data, like population, age, race/ethnicity, and income. Based on the knowledge gained, CADL can make changes within the library. CADL is able to target specific populations and create new programs. Analytics on Demand enables CADL to run reports to see if the changes implemented created the desired outcome.

NEW BUSINESS

General

1. 44 North Business Associates Agreement and Contract
CADL has contracted with 44 North to administer a portion of CADL's Health benefits. After the contract is approved by CADL's attorney, Vince Spagnuolo, Executive Director, Maureen Hirten will need to sign it.

Margaret Bossenbery made a motion to provide Maureen with the Board's permission to sign the 44 North Business Associates contract after Vince's approval of it. Jeff Croff seconded the motion. The motion carried.

2. Legislative Update
Three bills have been introduced to counter PA 269. Language and the context of the word *communication* are being challenged.
3. Community Contacts
There were no community contacts.

Finance

1. December 2015 Preliminary Financial Report
This item was approved by consent.
2. Delivery Vehicle Recommendation
This item was approved by consent.

DIRECTOR'S REPORT

Executive Director, Maureen Hirten, provided the Board with her report.

- The Ingham County School District hired a local engineering company to coordinate the plans and specs of Downtown Lansing Library loading dock overhang. The school district is placing this project out to bid.
- Two guitars were received from 100.7 WITL for a CADL promotion. The winner of one of the guitars gave it to his 13 year old daughter.
- Maureen is the Rotary Program Chair of the month. She is charged with the responsibilities of selecting the lunch speakers for the month of January and on Friday, Heidi Butler, CADL Local History Librarian, and Erin Kurtz, Digital Literacy Librarian, will be presenting.
- Overdrive via MCLS, has had one million checkouts! 70% of the checkouts were by CADL patrons.
- CADL circulates the highest amount of materials in the state through hoopla.
- The Downtown Lansing Library had its first holiday open house. Over 200 people enjoyed music, crafts and reindeer.
- Sports teams at Haslett, Holt, and Sexton schools will be wearing the CADL logo during their games. This is a partnership that Marketing Director Trent Smiley established. CADL will donate money to their booster clubs.
- CADL will be sponsoring Lisa Rose; herbalist, forager and published author; and Taylor Taylor, singer and song writer, at the Women's Expo.
- The Curious Crew hosted an event at the Williamston Library. The crew conducted experiments with children at the set up stations.
- CADL libraries will be celebrating African American History Month, with Unsung Musicians of Motown, a documentary, Roy Finkenbine and 61syx.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public comments.

ADJOURNMENT

Vern Johnson made a motion to adjourn the meeting. Margaret Bossenbery seconded the motion. The motion carried. The meeting adjourned at 7:04 pm.