

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
May 17, 2017**

Members Present: Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Vern Johnson, DeYeya Jones, Quenda Story

Members Absent: Sally Trout (excused)

Staff Present: Michele Brussow, Scott Duimstra, Jolee Hamlin, Chelsea Koenigsknecht, Sheryl Knox, Julie Laxton, Pat Taylor, Trent Smiley

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
Jones – Present
Story – Present
Trout – Absent

Jeff Croff made a motion to excuse the absence of Sally Trout. Margaret Bossenbery seconded the motion. The motion carried.

COMMUNICATIONS

There are no communications.

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 the following items to the consent agenda: New Business General #1 and Finance #1-2. Vern Johnson seconded the motion. The motion carried.

Jeff Croff made a motion to approve the consent agenda. Ms. Bossenbery seconded the motion. The motion carried.

2. Approval of Minutes April 19, 2017

The minutes of April 19, 2017 were approved by consent.

3. Disbursements for April 2017

The disbursements of April 2017 were approved by consent.

CHAIRPERSON'S COMMENTS

- Board members received their quarterly meeting attendance records.
- Board Chair, Debora Bloomquist, discussed the option of having only one meeting in the months of July and August.

General

1. SER 301 Forest Park Library

This item was approved by consent.

2. Williamston Library Discussion Update

On Friday, May 12, Scott Duimstra, Pat Taylor, Julie Chrisinske and Debora Bloomquist met with Tim Bayes, co-owner of The Commons at Williamston, to discuss the future space of the Williamston Library. Mr. Duimstra provided the Board with an overview of the discussion.

3. Legislative Update

Senate Bill 102, Michigan Community Foundation Act, was introduced by Wayne Schmidt. This bill authorizes municipalities, school board or public libraries to accept certain gifts of property and to sell or dispose of those properties. The properties can be transferred to a community foundation.

4. Community Contacts

- Margaret Bossenbery and Quenda Story attended the Meridian Township annual report presentation with Trent Smiley, Betsy Hull and Ann Chapman.
- Debora Bloomquist attended the annual report presentations at the Village of Webberville, White Oak Township, Aurelius Township, City of Leslie, City of Williamston, Village of Dansville, Ingham Township, and Ingham County Commissioners.

Finance

1. April 2017 Financial Report

This item was approved by consent.

2. Mobile Lab Laptop Purchase Recommendation

This item was approved by consent.

3. Downtown Lansing Library Generator Installation Recommendation

It is recommended to award the project to install a 150KW gas powered generator and backup UPS for the IT server room to Centennial Electric, LLC for the total project cost of \$211,500. The current 2017 budget includes a line item for \$130,000 to complete this project based on original estimates provided by our consulting group.

The remaining \$81,500 would need to be allocated from our Unassigned Fund Balance, if approved as part of this recommendation.

Margaret Bossenbery made a motion to approve the Downtown Lansing Library Generator Installation Recommendation. DeYeya Jones seconded the motion. The motion carried.

DIRECTOR'S REPORT

- On Tuesday, Jolee Hamlin and Scott Duimstra met with Alfreda Schmidt, *South Side Community Center*, and Emily Stevens, *Lansing Parks and Recreation*, to discuss the options of having a Mobile Library stop and BookNook at the community center.
- Digital Literacy Librarian, Courtney Tang, was hired. Ms. Tang has worked at the Okemos and LCC Libraries. She has worked as a Library Assistant and Liaison to Foreign Language, Tech, eLearning and Speech.
- CADL was not awarded a subgrant through the IMLS funding for the TV white space grant. There were approximately 50 applications. Though, CADL's application will be funded through funds donated through Microsoft, \$13,000. CADL has the opportunity to receive an additional \$2,000 from the Library of Michigan from the LSTA funds.
- The following items have been added to the Library of Things collection: bocce ball set, cornhole game, ladderball and spikeball.
- Heidi Butler, Local History Librarian, was awarded the Michigan Heritage Guardian award.
- CADL is teaming up with FOX 47 to host bandolero car driver Bella Chan, an 11-year-old Okemos resident who races at Spartan Speedway and other tracks. She'll be appearing at CADL Stockbridge in June. Marketing will also be running television spots during televised NASCAR races. This is an audience that the library has never targeted. The spots will promote digital publications like Hot Rod magazine.
- The CADL summer reading program will begin on June 09.
- Several staff members volunteer on a MLA committee:
 - Eric Stanton – Young Person's Award
 - Paulina Poplawska – Mitten Award
 - Thais Rousseau, *Chair* and Cassie Veselovsky, *Co-chair* – Spring Institute
 - Sherri McConnell – Online Learning Contact Group
 - Jill Abood - Community Collaborations Group
 - Jolee Hamlin – Mentoring Program
 - Scott Duimstra – 2018 MLA Conference Planning Committee

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

CADL had a team involved with the area's Adopt a River event. Margaret Bossenbery appreciated the library's involvement.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. Vern seconded the motion. The motion carried. The meeting was adjourned at 6:47 p.m.