

CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

June 22, 2016

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

Members Absent:

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

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

Margaret Bossenbery made a motion to add the Williamston Library Closure to the agenda under New Business, General. Vern Johnson seconded the motion. The motion carried.

Sally Trout made a motion to move items one and two under New Business, Finance to the consent agenda. Vern Johnson seconded the motion. The motion carried.

Bossenbery made a motion to approve the consent agenda. Johnson seconded the motion. The motion carried.

2. Approval of Minutes May 18, 2016

The minutes of May 18, 2016 was approved by consent.

3. Disbursements for May 2016

The disbursements of May 2016 was approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair, Debora Bloomquist, attended the annual report presentations with Senator Curtis Hertel and with the Ingham County Representatives. She also attended DeYeya Jones' interview.

The Board has voted to only have one meeting in the month of July. The Board meeting will occur on July 13 at 5:30 pm. The Finance Committee or Committee of the Whole meetings will not take place in July.

NEW BUSINESS

General

1. TCH 101 CADL Technology Plan Presentation

Sheryl Knox, IT Director, provided an outline of the July 2016 to June 2019 Technology Report to the Board. The plan outlines technology methods the library will use to address the needs of the users. A SWOT analysis of the objective to "leverage technology to help every person in our service area learn, imagine and connect" was included.

2. SER 107 Meeting Rooms Policy

Margaret Bossenbery made a motion to allow meeting room users to use the audio and visual equipment. Quenda Story seconded the motion.

Story made a motion to table this policy to give staff members the opportunity to share their thoughts. More research will be conducted. Later, this motion was amended to state "Story moved that the Board tables the discussion of item seven in the SER 107 Meeting Rooms Policy". Bossenbery seconded the motion. The motion carried.

There are four CADL branches that have audio and visual equipment in their meeting room spaces.

Margaret Bossenbery made a motion to approve the language of number 15 in the SER 107 Meeting Rooms Policy. Vern Johnson seconded the motion. The motion carried.

3. Legislative Update

The State Appeals Court ruled that the Michigan Tax Tribunal was wrong in assessing the value of big box stores for property taxes in the case of Menard's vs the City of Escanaba. The legislation that Representative Dave Maturen has proposed concerning big box stores tax assessments may receive leverage from this decision.

4. Community Contacts

Board members attended the following annual report presentations:

- Lansing Township
- Meridian Township
- City of Lansing

5. Williamston Library Closure

The Williamston Library Closure recommendation authorizes the Executive Director to close the Williamston Branch of the Capital Area District Libraries for up to two weeks

starting on Monday, July 11 to accommodate a major floor renovation project scheduled at the Community Center in Williamston at 201 School St.

Margaret Bossenbery made a motion to approve the Williamston Library Closure. Sally Trout seconded the motion. The motion carried.

Finance

1. May 2016 Financial Report
This item was approved by consent.

2. Recommendation to Negotiate a 3-Year Extension Contract with Maner Costerisan
This item was approved by consent.

DIRECTOR'S REPORT

- Approximately 8,000 people have signed up online for the SRP. During the first week of sign up, the Okemos Library set up four computers to be used as sign up stations.
- Ann Chapman requested to have a wheel chair at the Haslett Library and it has been utilized by a member of her library's community.
- CADL has earned \$1,238.30 through the Kroger Rewards Program.
- The South Lansing Library is piloting the option to print items from a smartphone, tablet or PC from anywhere including a patron's home. The patron will be sent a release code in an attachment of an email. The patron will use the code to retrieve their documents that they printed.
- Brett Dreyfus, Meridian Township Clerk, called Ann Chapman, Head of the Haslett Library, requesting to use the meeting room as an election polling facility on August 2, 2016. Chapman has worked with Dreyfus to set this up.
- \$978 was raised by Dart Bank employees for the Foster, Mason and Holt-Delhi library to purchase books for their library.
- Award-winning author Kate DiCamillo will be attending a CADL event at the Wharton Center. Attendees are able to register online or by telephone.
- At Aggie Adventure Night, Haslett Library staff conducted a science experiment making slushies.
- The Webberville Library had a Toy Hack program – in this program toys were disassembled and put together with other toy parts.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or Board member comments.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. Vern Johnson seconded the motion. The motion carried. The meeting adjourned at 7:02 p.m.