

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
January 22, 2014**

Members Present: Debora Bloomquist, Marge Bossenbery, Vern Johnson, Ifield Joseph, Alma Staton, Quenda Story, Sally Trout

Members Absent:

Staff Present: Veronica Beecroft, Scott Duimstra, , Maureen Hirten, Sheryl Knox, Chelsea Koenigsknecht, Julie Laxton, Trent Smiley, Pat Taylor

Others Present: Vince Spagnuolo

CALL TO ORDER

The Chairperson called the meeting to order at 5:31 p.m.

ROLL CALL

The secretary called the roll:

Bloomquist—Present
Bossenbery—Present
Johnson—Present
Joseph—Present (Arrived at 5:53 p.m.)
Staton—Present
Story—Present
Trout—Present

COMMUNICATIONS

There are no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There are no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda
Sally Trout made a motion to move item number one under Finance to the Consent Agenda. Quenda Story seconded the motion. Debora Bloomquist made a motion to approve the Consent Agenda. Alma Staton seconded the motion. The motion carried.
2. Approval of Minutes December 11, 2013
This item was approved by consent.
3. Disbursements for December 2013
This item was approved by consent.

CHAIRPERSON'S COMMENTS

The Okemos Branch's Grand Re-Opening will occur on Saturday, January 25, from 1 p.m. to 4 p.m. All of the Board members and management staff are welcome to attend.

The Executive Director's Evaluation committee met last week and it does not recommend any changes to the evaluation process. At the February Board meeting, Maureen Hirten will present her Annual Director's Report and the Board's evaluation will take place at the March Board meeting.

PRESENTATION

Sheryl Knox, Technology Director – Internet Content Filtering at CADL: Who, What, Where, Why, and When

Sheryl Knox's presentation outlined the importance of internet content filtering. Internet content filtering is designed to restrict the content that an internet user can view. There are filters for staff and patrons.

- Adult patrons have the choice to turn their filter on and off. Patrons under the age of 18 do not have a choice to turn their filter off.
- Internet filters are located on all CADL owned computers and its wireless system.
- Different things that are filtered include:
 - Web browsing
 - Proxies and anonymizers
 - Sites with malicious content
- If a page is blocked by a filter, the patron can request for that page to be reviewed to become unblocked.
- CADL places filters on its system in order to fulfill the requirements of Michigan law. Filters enable the library system to receive more than \$17,000 of e-Rate funds to subsidize its internet access. It is helpful in empowering CADL's diverse communities to be able to learn, imagine and connect.
- CADL's Internet Access Policy, Computer Use Policy, and Wireless Policy combined serve as its CIPA Internet Safety Policy.

NEW BUSINESS

General

1. Mason City Agreement

The Mason City Attorney had changes covering three areas on the Mason City Agreement. These paragraphs include 1, 6, and 13. Other sections only have minor language changes. Sally Trout moved to approve the proposed changes to the Mason City agreement that Vince Spagnuolo and the City of Mason Attorney suggested. Quenda Story seconded the motion. The motion carried.

2. Legislative Update

There are no legislative updates.

3. Community Contacts

There are no community contacts.

Finance

1. Financial Report for December 2013

This item was approved by consent.

DIRECTOR'S REPORT

- 10 libraries started their new library hours on January 2nd. Leslie Branch patrons love the new hours at this branch.

- The Williamston Community Library Foundation and their bank renegotiated the Library Foundation's mortgage. The Library Foundation was paying an interest only loan. The Library Foundation will need to develop a strategic plan and a budget. Additionally, the bank will appraise the value of the building.
- Libraries were full during the power outage. Patrons came in and used the buildings' outlets to charge their electronic devices.
- Kathy Johnson was named the volunteer of the month by the Downtown Lansing Inc. She received it due to her efforts in organizing the Downtown Lansing Food Fight. This year, there was a record number of teams and donated food.
- Heidi Butler is the new Local History Librarian at CADL. Her starting date is February 24.
- At the March Board meeting, Jim MacLean and the new Outreach Librarians will give a presentation outlining the new Outreach Department.
- In Williamston, the third grade class had an economic fair. It earned \$2000 and the children wanted to donate half of this to the Food Bank and the other half to the Williamston Library. A book shelf and series books will be purchased with this money.
- Quenda Story, Ifield Joseph and Maureen Hirten attended the MLK Luncheon. It was an inspiring luncheon.
- On February 8, CADL will be partnering with NCG Cinema and the radio station 99.1. The theatre will display *The Lego Movie* at 9:30 a.m. If viewers show their CADL library card, they will receive popcorn and pop at a discounted rate. This is a special show time.
- Playmakers is hosting a workshop at the Downtown Lansing Library. Playmakers staff will show library patrons how to walk and run properly. Following the workshop, participants will go for a walk together.
- On Tuesday, there will be a Family Super Bowl Party at the Leslie Library. There will be Super Bowl snacks such as cookies shaped like footballs. Patrons will decorate the cookies. Additionally, there will be games including a relay.
- At the Dansville Library, patrons can read to bunnies instead of dogs. It will take place two times in the month of February.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There are no public, staff or Board member comments.

CLOSED SESSION TO DISCUSS A WRITTEN LEGAL OPINION

The Board went into Closed Executive Session as allowed under the Open Meetings Act. PA 127 of 1976 as last amended, to discuss a written legal opinion. A roll call vote was held:

Bloomquist—Aye
 Bossenbery— Aye
 Johnson— Aye
 Joseph— Aye
 Staton— Aye
 Story— Aye
 Trout— Aye

The Board went into closed session at 6:44 p.m. The Board returned from its closed session at 6:50 p.m.

ADJOURNMENT

Ifield Joseph made a motion to adjourn the meeting. Vern Johnson seconded the motion. The motion carried. The meeting adjourned at 6:51 p.m.