CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
September 18, 2013

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

Members Absent: Marge Bossenbery

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

Others Present:

CALL TO ORDER

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

ROLL CALL

The secretary called the roll:

Bloomquist—Present
Bossenbery—Absent (Excused)
Johnson—Present
Joseph—Present (arrived at 5:39 p.m.)
Staton—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 General items one through three and Finance items one, two, and four to the Consent Agenda and to add the subject Municipality Meeting under New Business. Quenda Story seconded the motion. The motion carried.

2. Approval of Minutes August 21, 2013
   This item was approved by consent.

3. Disbursements for August 2013

This item was approved by consent.

4. August 2013 Financial Report
   This item was approved by consent.

VICE CHAIRPERSON'S COMMENTS

Debora Bloomquist wanted to reiterate to the Board that Debora Bloomquist, Ifield Joseph, and Sally Trout have been appointed to the McConnell Committee. Vern Johnson has been appointed as an alternate. Marge Bossenbery, Vern Johnson, and Sally Trout have been appointed to the Director Evaluation Committee. Quenda Story has been appointed as an alternate.

OLD BUSINESS

There was no old business.

NEW BUSINESS

General

1. Okemos Closing Dates
   This item was approved by consent.

2. Appoint McConnell Committee
   This item was approved by consent.

3. Appoint Director Evaluation Committee
   This item was approved by consent.

4. Legislative Update
   There was no legislative update.

5. Community Contacts
   There were no community contacts.

6. Municipality Meeting
   The municipality meeting will take place at the Ingham County Fair Grounds hall and will be held on October 3, 2013 at 5:30 p.m. Thus far, there have been two RSVP's for this meeting. September 23, 2013 is the last day to RSVP. Chelsea Koenigsknecht will follow up with the municipalities following this ending date. A light buffet meal will be served. Topics of discussion at the meeting include the millage, library legislative updates, the Open Carry lawsuit and recent library renovations and programs. In addition to this, a slide show of pictures will be displayed of the recent library renovations.

FINANCE

1. Financial Report for August 2013
   This item was approved by consent.
2. Millage Rate Form L-4029 Approval

This item was approved by consent.

3. Audit Services Interviews (action)
   Three auditing firms were interviewed in the Finance Committee meeting: Abraham & Gaffney, Gabridge and Maner Costerisan. The Committee recommended to have Pat Taylor follow up with the references of Gabridge and Maner Costerisan. At the Board meeting, Pat informed the Board of the results of this and Sally Trout moved to select Maner Costerisan to provide CADL with its auditing services for the years ending 2013, 2014 and 2015. Ifield Joseph seconded the motion. Five members were in favor and one member opposed it. The motion passed.

4. Collection HQ Software Purchase Recommendation
   This item was approved by consent.

DIRECTOR'S REPORT

- Maureen Hirten attended the September 10, 2013 Aurelius Township meeting. The people that broke into the Aurelius Library issued a public apology at this meeting and they were presented with restitution requests by the Library and Township.
- Veronica Beecroft, Maureen Hirten, Julie Laxton and Pat Taylor attended the Task Force meetings. A final meeting will take place to discuss the recommendation of changing library hours. This recommendation will be on the October Board agenda for approval.
- ALA memberships were discussed. It was concluded that Debora Bloomquist and Quenda Story would be members of the organization.
- On October 9, 2013, the Library Foundation is sponsoring library tours. Interested parties will tour the following district libraries: Portland, Lowell, Caledonia, and Hastings. Scott Duimstra coordinated the list of participating libraries.
- The Haslett Branch and patrons appreciate having a security guard on the premises. The environment has changed positively.
- Peg Mawby has increased her storytime attendees. Peg conducts a storytime session in two preschool classrooms and three daycares in the Webberville community. Her storytime time has changed; therefore, more preschoolers can attend it each month.
- The Dansville Library received a $500 grant from the Williamston Sunrise Rotary. With it, the middle school is going to have a One Book Community Reads program. The proposed book that will be read during the program is *When You Reach Me* by Rebecca Stead. The Dansville Library will receive a grant from Meijer as well. The amount is unknown.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Sally Trout inquired about the chairs in the basement of the Mason Library. She is interested in having the Friends sell these items.

ADJOURNMENT

Ifield Joseph made a motion to adjourn the meeting. Sally Trout seconded the motion. The motion carried. The meeting was adjourned at 6:40 p.m.