

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING**

January 18, 2017

Members Present: Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Vern Johnson, DeYeya Jones, Sally Trout

Members Absent: Quenda Story (excused)

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

Others Present: Patron's name unknown

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~~ Absent

Trout – Present

Vern Johnson made a motion to excuse the absence of Quenda Story. Jeff Croff seconded the motion. The motion carried.

COMMUNICATIONS

The Board received two cards of appreciation from our branches. Congratulatory letters were received from State Representatives Andy Schor and Sam Singh regarding CADL's achieved QSAC status.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

I. Approval of Agenda

Sally Trout made a motion to table the discussion of the Unique Management Collection Agency Recommendation and to move New Business Finance items one through four to the consent agenda. Vern Johnson seconded the motion. The motion carried.

~~Quenda Story~~ Margaret Bossenbery made a motion to approve the consent agenda. Mr. Johnson seconded the motion. The motion carried.

2. Approval of Minutes December 21, 2016
The minutes of December 21, 2016 was approved by consent.
3. Disbursements for December 2016
The distributions of December 2016 were approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair, Debora Bloomquist, participated in her first MMLC meeting as their Board Chairperson. Due to weather conditions, the meeting was held as a conference call.

NEW BUSINESS

General

1. Unique Management Collection Agency Recommendation
The Unique Management Collection Agency Recommendation will be tabled until next month.
2. Executive Director Search Committee
The Executive Director Search Committee met today to create questions for the Executive Director interviews. There are six applicants. The Board discussed potential interview dates, times and locations.
3. Legislative Update
Governor Snyder signed into law PA 505-510. These bills are dedicated to library millages to be exempt from a number of tax captures.
4. Community Contacts
Board members that attended the MLK Luncheon were appreciative of the opportunity to attend.

Finance

1. December 2016 Financial Report
This item was approved by consent.
2. Unique Management Chat Service Recommendation
This item was approved by consent.
3. Audiobooks Budget Revision
This item was approved by consent.
4. FIN 101 Financial Policies
This item was approved by consent.

DIRECTOR'S REPORT

- The Downtown Lansing Library renovation of the first and second floor is on schedule. The renovation is going great.
- 85 patrons have signed up to attend the Shaka Senghor event on March 7 at the Library of Michigan.
- An online job application has been finalized providing applicants the ability to submit their application electronically.
- CADL will have a booth and sponsor an activity at the Lansing Home and Garden Show on March 18.
- Speed painter Martina Hahn will be sponsored by CADL at the Women's Expo in Lansing.

- Executive Director Maureen Hirten has received nine applications for the 2017 CADL Grant.
- The January Director's Report will be formatted differently. Each branch will have their own branch profile in it.
- Chelsea Koenigsknecht will renew the ALA memberships for Debora Bloomquist and Margaret Bossenbery.
- Ms. Hirten will present her final annual report at the February Board Meeting.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public or staff comments. Board Chair Debora Bloomquist thanked the Executive Director Search Committee for their diligent work.

ADJOURNMENT

Jeff Croff made a motion to adjourn the meeting. Sally Trout seconded the motion. The motion carried. The meeting was adjourned at 6:32 p.m.