

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
November 18, 2015**

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

Members Absent:

Staff Present: Scott Duimstra, Maureen Hirten, Sheryl Knox, Chelsea Koenigsknecht, 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

Sally Trout made a motion to add the Downtown Lansing Library Canopy Replacement under New Business General and to move all other items under New Business General and Finance to the Consent Agenda. Margaret Bossenbery seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the Consent Agenda. Vern Johnson seconded the motion. The motion carried.

Approval of Minutes October 21, 2015

This item was approved by the Consent Agenda.

2. Disbursements for October 2015

This item was approved by the Consent Agenda.

CHAIRPERSON'S COMMENTS

Board Chair, Debora Bloomquist, thanked the CADL staff for their efforts for organizing the CADL Conference.

OLD BUSINESS

1. MIOSHA Update

CADL's citation was negotiated down to a citation one; incomplete survey. However, CADL has had the survey completed since. This has been reclassified from a *serious* classification to *other than serious* classification. The fines have been waived. The second citation that involved the Downtown Lansing Library back stairwell has been dismissed as an isolated incident.

NEW BUSINESS

General

1. 2016 – 2019 Strategic Plan

This item was approved by the Consent Agenda.

2. HUM 106 Service Club Membership

This item was approved by the Consent Agenda.

3. HUM 108 Nepotism Policy

This item was approved by the Consent Agenda.

4. Downtown Lansing Library Canopy Replacement

The Downtown Lansing Library loading dock canopy has been damaged due to water. This area has been barricaded off due to the potential hazards. The Lansing School District has received a quote from DZL, a local surveying and control service firm, to redesign and replace the canopy. Together, the Lansing School District and CADL are examining all of their options.

5. Legislative Update

Legislative bill 624 was introduced by Senator Rick Jones – it would allow for district libraries to opt out of new TIFA and DDA agreements.

Legislative introduced an end to unfair tax assessments for big box stores.

6. Community Contacts

There were no community contacts.

Finance

1. October 2015 Financial Report

This item was approved by the Consent Agenda.

2. CADL 2016 Budget

This item was approved by the Consent Agenda.

3. Bookmobile Vendor Recommendation

This item was approved by the Consent Agenda.

DIRECTOR'S REPORT

Executive Director, Maureen Hirten, highlighted the following information:

- Silver Bells will take place on Friday night – Linc and Lexi will ride in Linc's Railroad in the parade as well as in the Leslie, Mason and Williamston parades.
- Early literacy iPads will be distributed in the libraries. The apps that are installed on the iPads pertain to the following themes: talk, sing, read, write and play.
- Quenda Story and Debora Bloomquist's ALA memberships are up for renewal. If there are other Board members that would like to have an ALA membership, please notify Maureen. Vern Johnson has requested to have a membership.
- The MLK Luncheon will take place in January. The event speaker will be Ambassador Andrew Young. If there are any Board members that would like to attend, please notify Maureen.
- 95% of people that filed taxes in 2014, filed electronically. CADL will have paper tax forms for the 2015 tax season, however, there will be fewer forms than 2014.
- Dynamike performed Halloween magic performances in the month of October for our libraries. Library patrons enjoyed his performances.
- A Christmas meal will take place at the December 16 Board meeting for members of the Board and Management Team. The dinner will begin at 4:30 p.m.
- Candy will be purchased from Fabiano's Candies and the Board will deliver it to the CADL branches.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or Board member comments.

CLOSED SESSION TO DISCUSS UNION NEGOTIATIONS

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

Croff – Aye
Bloomquist—Aye
Bossenbery— Aye
Johnson— Aye
Story – Aye
Trout— Aye

Margaret Bossenbery made a motion to move the Board into a closed session. Sally Trout seconded the motion. The motion passed. The Board went into its closed session at 6:23 p.m.

Bossenbery made a motion to move the Board out of its closed session. Johnson seconded the motion. The motion carried. The Board returned from its closed session at 7:14 p.m.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. Vern Johnson seconded the motion. The motion carried. The meeting adjourned at 7:14 pm.