

CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

August 24, 2016

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

Members Absent:

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

Others Present: Todd Gute, Diontrae Hayes

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
Trout—Present

COMMUNICATIONS

A card of appreciation was received from Sandra Dargatz, Executive Director of the Ingham County Fair.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Sally Trout requested changes to be made to the Minutes of July 13, 2016.

Sally Trout made a motion to move items one, two and three under Finance to the consent agenda. Margaret Bossenbery seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the consent agenda as amended. Vern Johnson seconded the motion. The motion carried.

2. Approval of Minutes July 13, 2016

The minutes of July 13, 2016 was approved by consent.

3. Disbursements for July 2016

The disbursements of July 2016 were approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair, Debora Bloomquist, volunteered at the fair with CADL staff members. Ms. Bloomquist said that Kevin Post, Bookmobile Librarian, is spectacular with his patrons. The art on the new mobile library is beautiful and will be well used.

On Monday, August 29, 2016, Ms. Bloomquist and Executive Director, Maureen Hirten, are attending the City of Kindness Luncheon with Mayor Bernero.

On August 16, Pat Taylor, *Finance Director*, Ms. Hirten and Ms. Bloomquist met with Teresa Szymanski, *Chief of Operations* at the Lansing School District, and Todd Coe, *Physical Plant Supervisor*, to discuss the repair of the canopy at the Downtown Lansing Library.

NEW BUSINESS

General

1. Legislative Update

There were no legislative updates.

2. Community Contacts

There were no community contacts.

Finance

1. July 2016 Financial Report

The July 2016 Financial Report was approved by consent.

2. Millage Rate Approval

The Millage Rate Approval was approved by consent.

3. Maner Costerisan Contract Extension Recommendation

The Maner Costerisan Contract Extension was approved by consent.

4. Downtown Lansing Library Renovation Recommendation

It is recommended to revise the 2016 budget to include an additional \$400,000 for the renovation of the Downtown Lansing Library. The revenue for this increase would be allocated from the operations fund balance. Total project costs would be budgeted at \$660,000. Floor plans were distributed to the Board. Mr. Taylor described the floor plans to the Board.

Margaret Bossenbery made a motion to approve the Downtown Lansing Library Renovation Recommendation. Quenda Story seconded the motion. The motion carried.

DIRECTOR'S REPORT

- Matthews Specialty Vehicles, manufacturer of the mobile library, provided CADL with a clock picture frame. The frame contained a picture of our new mobile library.
- Capira Technologies, CADL's library app creator, has used our app as a model for the Cincinnati/Hamilton County Public Library.
- Jessica Trotter is the new Collection Development Specialist. She will begin this position on September 19.

- Eyal Suseela hosted a popup library at the Jazz Festival in Old Town. Patrons were able to check out library materials at the festival. This is a service that CADL is looking to continue in 2017.
- National Friends of Libraries Week takes place during the week of October 16. A survey was filled out by 15 members of our Friends groups and it showed that they were interested in attending a workshop about membership drives. This workshop will take place on October 17 at the Okemos Library.
- Trent Smiley, Marketing Director, will be signing up people for library cards at local churches in the fall.
- CADL Libraries have been involved with the Pokémon Go trend. The Downtown Lansing Library created a lunch crawl on Wednesdays and two libraries are Gyms.
- The Stockbridge and Williamston Libraries hosted a library program called Lemonade Stand at the Williamston Farmers Market and the Stockbridge Open Air Market. Participants, aged 8 to 12, attended three weeks of classes and learned the properties of building a business. Participants chose their own inventory and profits above and beyond costs were donated to the Community Area Literacy Coalition.
- CADL ordered two American Girl Dolls named Melody which will be circulated at our libraries. Melody's character is a nine year old Detroit girl who aspires to be a Motown singer during the 1960s.
- A closed session will be held at the Committee of the Whole in September to discuss a legal opinion written by CADL's attorney, Vince Spagnuolo.
- The Library of Things were displayed for Board members to view. It will be launched to the public next week. Borrows will need to sign a lending agreement.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Diontrae Hayes, Supervisor at Charter Township of Lansing, attended the Board meeting and expressed her support of the CADL libraries.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. Quenda Story seconded the motion. The motion carried. The meeting was adjourned at 6:43 p.m.