

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
September 21, 2016**

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

Members Absent: Margaret Bossenbery (excused)

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

Others Present:

CALL TO ORDER

The Chairperson called the meeting to order at 5:30 p.m.

ROLL CALL

Bloomquist – Present

Bossenbery – Absent (excused)

Croff – Present

Johnson – Present

Jones – Present

Story – Present

Trout – Present

Sally Trout made a motion to excuse the absence of Margaret Bossenbery. Vern Johnson seconded the motion. The motion carried.

COMMUNICATIONS

A letter of communication was received by an anonymous patron outlining their concerns.

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 all items under Finance to the consent agenda. Jeff Croff seconded the motion. The motion carried.

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

2. Approval of Minutes August 24, 2016

The minutes of August 24, 2016 was approved by consent.

3. Disbursements for August 2016

The disbursements of August 2016 were approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair, Debora Bloomquist, appointed the following Board members to the McConnell Award Committee:

- Committee Chair: Jeff Croff
- Vern Johnson
- Quenda Story

Downtown Lansing Library renovation plans were submitted and approved by the Lansing School District. An RFP will be placed on the CADL website.

Ms. Bloomquist was elected Chairperson of the MMLC Board.

NEW BUSINESS

General

1. SER 105B Wireless Access Policy

Jeff Croff made a motion to approve the SER 105B Wireless Access Policy. Quenda Story seconded the motion. The motion carried.

2. Legislative Update

There were no legislative updates.

3. Community Contacts

Ms. Bloomquist and Executive Director Maureen Hirten attended the City of Kindness Luncheon. There were approximately 60 people in attendance.

Finance

1. August 2016 Financial Report

This item was approved by consent.

2. 2016 Budget Adjustment

This item was approved by consent.

3. Server Cluster and SAN Storage Purchase

This item was approved by consent.

4. Collection HQ ESP Service

This item was approved by consent.

DIRECTOR'S REPORT

- There is a large hold list for items in the Library of Things collection. The checkout period for these items have been adjusted to one or two weeks depending on the item.
- CADL has purchased two Melody American Girl dolls with clothing. The dolls have will be cataloged and available for check out.
- The Mobile Library is parked at the Okemos Library because it does not exit the Downtown Lansing Library parking area smoothly.
- Executive Director, Maureen Hirten, was interviewed by AwesomeMitten.com.
- The Storywalk in Orlando Park has had its book changed to *Fall Mixed Up* by Bob Raczka.

- The Mason Library implemented a Science Storytime. There were 30+ kids in attendance during their first storytime.
- The Dansville Library held a Harvest Party and patrons tasted vegetables and herbs from the library's garden.
- The Board has received an invitation to the Library Friends workshop that will be held in October. A print out of the invitation was shown to the Board as well.
- CADL's new Mobile Library has increased its stops. A revised Mobile Library schedule was given to the Board.
- Marketing Director, Trent Smiley, has attended two church services to promote CADL services. He has been well received among the congregations.
- The Williamston Library had air conditioning troubles in August, therefore, the library was closed some days during the week of Labor Day.
- Changes to the Code of Conduct and patron use of projectors will be brought before the Board in October.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Quenda Story expressed her concern over an article that highlighted heroin overdoses in libraries in 2015. Maureen Hirten reiterated that there has not been an overdose at CADL for one year.

ADJOURNMENT

Sally Trout made a motion to adjourn the meeting. Jeff Croff seconded the motion. The motion carried. The meeting was adjourned at 6:15 p.m.