

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING**

July 21, 2021

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

Members Absent:

Staff Present: Scott Duimstra, Jolee Hamlin, Sheryl Knox, Chelsea Koenigsknecht, Julie Laxton, Michael Moore, Thais Rousseau, Trent Smiley, Pat Taylor

Others Present: Lindsay Dangl

CALL TO ORDER

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

ROLL CALL

Bloomquist – Present

Bossenbery – Present

Croff – Present

Drake – Present

Johnson – Present

Jones – Present

Trout – Present

COMMUNICATIONS

There are no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There are no public comments on agenda items.

CONSENT AGENDA

I. Approval of Agenda

Jeff Croff made a motion to move New Business items 3 – 5 to the consent agenda.

Sandy Drake seconded the motion.

A friendly amendment was made by Margaret Bossenbery to only move item three to the consent agenda.

Sandy Drake made a motion to move item three to the consent agenda. Jeff Croff 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 June 16, 2021

The Minutes of June 16, 2021 were approved by consent.

3. Disbursements for June 2021

The Disbursements for June 2021 were approved by consent.

CHAIRPERSON'S COMMENTS

There will be a grand opening Storywalk event at the South Side Community Coalition on July 28 at 2:00 pm.

NEW BUSINESS

General

1. Implicit Association Test Discussion

Executive Director Scott Duimstra posed questions to the Board to open a discussion.

2. MMLC Board Member Reappointment

Margaret Bossenbery made a motion to reappoint Sandy Drake to the MMLC Board. DeYeya Jones seconded the motion. The motion carried.

3. Ratify All Actions Taken Remotely

This item was approved by consent.

4. Repeal of SER 103F Social Distancing Policy

Margaret Bossenbery made a motion to approve the Repeal of SER 103F Social Distancing Policy. Vern Johnson seconded the motion. The motion carried.

5. SER 103C Code of Conduct Guide

Scott Duimstra reviewed changes to SER 103C Code of Conduct Guide with the Board.

Jeff Croff made a motion to approve the changes to SER 103C Code of Conduct Guide. Sandy Drake seconded the motion. The motion carried.

6. Legislative Update

In June, Scott Duimstra talked about the potential deadline of July 1 of approving the State of Michigan budget and the potential increase to State Aid to Public Libraries. That deadline has passed, and the budget will be approved in early fall of this year. There isn't an update as to whether State Aid to Public Libraries will be increased or be flat for 2022.

7. Community Contacts

- Sandy Drake is participating in the Friends of the Okemos Library book sale on July 23 and the Friends of the Williamston Library book sale on August 6. Sandy is becoming a member of each library Friend group.
- Melissa Cole, Scott Duimstra and Debora Bloomquist attended the Lansing City Council meeting. The Council was receptive, and Kathy Dunbar was appreciative of CADL eliminating library fines.

Finance

1. June 2021 Financial Report

CADL's YTD cash value is higher than this time last year due to increase tax revenues, lower spending and a liquidated CD that was reinvested in July at LAFUCU.

Margaret Bossenbery made a motion to approve the June 2021 Financial Report. Vern Johnson seconded the motion. The motion carried.

2. 2020 Pension Actuarial Results

Finance Director, Pat Taylor, outlined the 2020 pension actuarial results before the Board.

3. FIN 108 Grant Administration

The purpose of this policy is to ensure that grant applications are within the scope of CADL's strategic goals, coordinate CADL contacts through the lifecycle of a grant, and ensure proper administration and accounting of all grants.

Vern Johnson made a motion to approve the FIN 108 Grant Administration. Margaret Bossenbery seconded the motion. The motion carried.

4. 2022 Millage Rate Approval

Vern Johnson made a motion to approve the 2022 Millage Rate Approval. Debora Bloomquist seconded the motion. The motion carried.

DIRECTOR'S REPORT

- CADL received an Impact Grant from the Capital Region Community Foundation for \$75,000 for the Mason Branch renovation. CADL continues to work with the City of Mason on moving this project forward.
- CADL hosted ice cream events in Williamston and Haslett to raise awareness that the libraries have reopened. Both events had great attendance and community support.
- The Fine Free promotion started on July 12 and went very well. The Facebook posts regarding the change has one of the highest engagements CADL has had for posts.
- For the second quarter of this year, CADL's Diversity Audit of its collection and staff recommendations has been very good. This has been a focus of CADL's staff, and they continue to do a fantastic job in this area.
- For Summer Reading, CADL partnered with Potter Park Zoo for a painted rock program where children painted rocks, returned them to the library and then CADL delivered them to the zoo where they would be displayed. It was a very popular program.
- CADL participated in the Lansing Juneteenth Parade and offered bags with books and activities to the first 50 children. The book included was about Juneteenth and is by local artist/author Julian VanDyke.
- During the 2020 Tokyo Summer Olympics, CADL will have two commercials. The first is on the local ABC channel and features a Japanese word of the day along with highlighting our language learning database Pronunciator. On the local NBC channel, there will be a commercial highlighting our Library of Things collection.

- CADL's Book Bike will have its maiden voyage at the Red Cedar Jubilee parade in Williamston on Saturday, August 7.

POLICIES – No changes, for review only

1. GOV 211 Non-District Municipality
2. GOV 251 Aurelius Township Agreement
3. GOV 252 Ingham Township Agreement
4. GOV 253 Leroy Township Agreement
5. GOV 254 City of Mason Agreement
6. GOV 255 Foster-City of Lansing Agreement
7. GOV 256 South Lansing-City of Lansing Agreement
8. GOV 257 City of Williamston Agreement
9. GOV 258 Meridian Charter Township Agreement
10. GOV 259 Delhi Charter Township
11. GOV 260 City of Leslie Agreement
12. GOV 261 Stockbridge Township

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Debora Bloomquist appreciated Michael Moore's effort in building the children's stage at the Downtown Lansing Library. Rearranging the furniture and building the stage is a great improvement of the library.

ADJOURNMENT

Jeff Croff made a motion to adjourn the meeting. DeYeya Jones seconded the motion. The motion carried. The meeting was adjourned at 7:27 p.m.