

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
OCTOBER 20, 2021

Members Present: Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Sandy Drake, Sally Trout

Members Absent: Vern Johnson, DeYeya Jones

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

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
Drake – Present
Johnson – Absent
Jones – Absent
Trout – Present

Jeff Croff made a motion to excuse the absences of Margaret Bossenbery, Vern Johnson and DeYeya Jones from the October Committee of the Whole and Vern Johnson and DeYeya Jones from the October Board meetings.

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There are no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Jeff Croff made a motion to move New Items General 2-4 and Finance items 1-3 to the consent agenda. Margaret Bossenbery seconded the motion. The motion carried.

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

2. Approval of Minutes September 11, 2021

The Minutes of September 11, 2021 were approved by consent.

3. Disbursements for September 2021

The Disbursements for September 2021 were approved by consent.

CHAIRPERSON'S COMMENTS

Sandy Drake will be hosting a Friends event at the Haslett Library on October 27 from 6:00 – 8:00. Sally Trout invited the Board to attend.

NEW BUSINESS

General

1. Appoint Executive Director Evaluation Committee

Board Chair Sally Trout appointed the following Board members to the Executive Director Evaluation Committee:

- Committee Chair: Jeff Croff
- Sandy Drake
- Debora Bloomquist

2. Dr. L. Robert McConnell Staff Award Selection

The Dr. L. Robert McConnell Staff Award Selection was approved by consent.

3. 2022 Board Meeting Dates

The 2022 Board Meeting Dates were approved by consent.

4. 2022 CADL Days Closed

The 2022 CADL Days Closed were approved by consent.

5. Legislative Update

There were no legislative updates.

6. Community Contacts

Sandy Drake attended the meetings of Webberville, Lansing, and Dansville Friends of the Library Groups, as well as the Holt-Delhi Friends Group booksale. Sandy will attend the Friends of the Leslie Library meeting on Tuesday, October 26.

Finance

1. September 2021 Financial Report

The September 2021 Financial Report was approved by consent.

2. 2021 Budget Revisions

The 2021 Budget Revisions was approved by consent.

3. 2022 Draft Budget

The 2022 Draft Budget was approved by consent.

DIRECTOR'S REPORT

- At the January 19th Board meeting Gloria Lara, Executive Director of the Lakeshore Ethnic Diversity Alliance will lead a training session for the Board on implicit bias and promoting inclusive practices.
- The Michigan Library Association Annual Conference was held virtually on Wednesday, October 13 and Thursday, October 14. CADL was very well represented at the conference. Betsy Hull and Sean Lyons were on the planning committee. Jolee Hamlin, Courtney Tang and Julie Laxton held a session on staff training. Thais Rousseau, Cheryl Lindemann, Jessica Trotter and Mari Garza led a session on diversity audits and library collections. Jessica Goodrich and Jon Nobach led a session on how to circulate iPads in library collections.
- National Friends of the Library Week was October 17 – 23. Board member Sandy Drake will be leading a meeting for the Friends of CADL branches on Wednesday, October 27 from 6-8 PM.
- The staff in-service day will be held virtually on Thursday, November 11 from 8:15 AM – 12:30 PM.
- Library usage has continued to grow since our reopening for in-person services in June. So far this year, CADL has circulated 1.4 million items, which is a 13% increase from last year, and have had 22,000 sessions on our public computers.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Margaret Bossenbery asked if CADL continues to quarantine our materials upon receiving them and the answer is no.

ADJOURNMENT

Jeff Croff made a motion to adjourn the meeting. Margaret Bossenbery seconded the motion. The motion carried. The meeting was adjourned at 5:59 p.m.