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 were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS
Staff member Deb Bennet appreciates that CADL reviews its policies monthly. She requested to have gender identity language added to the SER 102 Circulation Policy.

Margaret Bossenbery made a motion to add gender identity language to SER 102 Circulation Policy. Sandy Drake seconded the motion. The motion carried.

CONSENT AGENDA
1. Approval of Agenda
   Sally Trout made a motion move Finance items two and four to the consent agenda. Margaret Bossenbery seconded the motion. The motion carried.

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

2. Approval of Minutes July 10, 2019
   The minutes of July 10, 2019 were approved by consent.
3. **Disbursements for July 2019**
   The disbursements for July 2019 were approved by consent.

**CHAIRPERSON'S COMMENTS**
A special meeting will be scheduled on September 9 at 4 pm to discuss Pat Taylor’s actuarial MERS study and financial forecast through 2025. The special meeting needs to be held before the October Board meeting.

**NEW BUSINESS**

**General**
1. **Legislative Update**
   There are no legislative updates.

2. **Community Contacts**
   - Trent Smiley and Sandy Drake filled backpacks for St. Vincent’s Operation Backpack program.
   - Scott Duimsra and Sally Trout attended a meeting with the City of Mason to discuss the library’s potential renovation.

**Finance**
1. **July 2019 Financial Report**
   CADL’s total assets are approximately $14,438,616.88. Of this, $8,261,848.42 is on the cash line and $60,289.68 is on the tax receivables line. CADL has not received its tax receivables from the City of Lansing in the amount of $60,000.

   Margaret Bossenbery made a motion to approve the July 2019 Financial Report. Jeff Croff seconded the motion. The motion carried.

2. **2019 Millage Rate Approval**
   The 2019 Millage Rate was approved by consent.

3. **Intranet Consultant Vendor Recommendation**
   It is recommended to contract with Total Solutions, Inc. to conduct a user-centered design process and three development cycles as proposed for $67,785.30, not to exceed $75,000 total with contingencies. $30,000 will be shifted from the Patron Computing project budget to the Rethink the Linc project budget.

   Margaret Bossenbery made a motion to approve the Intranet Consultant Vendor Recommendation. Vern Johnson seconded the motion. The motion carried.

4. **Laptop Computer Vendor Recommendation**
   It is recommended to purchase 72 Dell Latitude 5500 touchscreen laptops for $99,479.52 and 80 Dell WD19 Docking Stations for $12,418.40. Pricing is from the Midwestern Higher Education Commission (MHEC) purchasing contract.
Jeff Croff made a motion to approve the Laptop Computer Vendor Recommendation. Margaret Bossenbery seconded the motion. The motion carried.

DIRECTOR’S REPORT
- The renovation at the Williamston Library looks fantastic. The soft opening will take place during the week of Labor Day. The ribbon cutting event will take place in late September.
- The strategic plan rough draft will be presented at the Board meeting in October.
- White Oak Township had a storywalk installed. The storywalk will help increase traffic to the park. Each of our storywalks are on Google Maps too. We have a total of nine storywalks.
- The Webberville School District was the first district to take part in the student success initiative. Haslett School District is the next participant in the program. CADL is currently working with Holt, Stockbridge and Leslie for implementation in 2020.
- The Library of Things Jr. includes robotics, American Girl Dolls, coding kits, and a Panasonic cub camera.
- The Lansing School Board did not approve the mural project at the Downtown Lansing Library.
- MMLC has a new director, Eric Palmer. He will begin on October 1, 2019.
- CADL will apply for the State Librarian Excellence Award. We have a very strong shot at it and will highlight our partnership with CATA, Connections in Corrections, Operation Backpack, and School Success Initiative in the application.
- Scott had his first Board meeting Capital Area College Access Network.

POLICIES – No changes, for review only (enc)
1. SER 101 Materials Selection
2. SER 102 Circulation Policy
3. SER 103 Code of Conduct
4. SER 103A Unattended Children
5. SER 103B Patron Use of Phones
6. SER 103C Code of Conduct Guide
7. SER 103D Code of Conduct Penalties
8. SER 103E Conduct Appeal Process
9. SER 106 Arrangement of Materials
10. SER 110 CADL Cares

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS
There are no public, staff or board member comments.

CLOSED SESSION TO DISCUSS WRITTEN LEGAL OPINION
The Board went into Closed Executive Session as allowed under the Open Meetings Act. PA 127 of 1976 as last amended, to discuss a Written Legal Opinion. A roll call vote was held:

Bloomquist – Present
Bossenbery – Present
Croff – Present
Drake – Present
Margaret Bossenbery made a motion to move the Board into a closed session. DeYeya Jones seconded the motion. The motion passed. The Board went into its closed session at 6:27 p.m.

Margaret Bossenbery made a motion to move the Board out of its closed session. Sally Trout seconded the motion. The motion carried. The Board returned from its closed session at 7:33 p.m.

**ADJOURNMENT**
Sandy Drake made a motion to adjourn the meeting. Jeff Croff seconded the motion. The motion carried. The meeting was adjourned at 7:34 p.m.