

CAPITAL AREA DISTRICT LIBRARIES

Board Meeting

December 16, 2020

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

Members Absent:

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

Others Present:

CALL TO ORDER

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

ROLL CALL

Bloomquist – Present, Dialing in from Okemos, Meridian Township, Ingham County, Michigan

Bossenbery – Present, Dialing in from City of Lansing, Ingham County, Michigan

Croff – Present, Dialing in from City of Lansing, Ingham County, Michigan

Drake – Present, Dialing in from Haslett, Meridian Township, Ingham County, Michigan

Johnson – Present, Dialing in from City of Lansing, Ingham County, Michigan

Jones – Present, Dialing in from City of Lansing, Ingham County, Michigan

Trout – Present, Dialing in from Mason, Alaiedon Township, Michigan

COMMUNICATIONS

There are no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There are no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Vern Johnson made a motion to move Finance items one and three to the consent agenda. Jeff Croff seconded the motion. The motion carried.

Margaret Bossenbery made a motion to add the Library Page Salary Recommendation to the agenda under Finance. Vern Johnson seconded the motion.

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

2. Approval of Minutes November 18, 2020

The minutes of November 18, 2020 were approved by consent.

3. Disbursements for November 2020

The disbursements of November 2020 were approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair Sally Trout appreciated Margaret Bossenbery's idea of sending holiday emails to our branches and departments. The CADL staff appreciated it.

NEW BUSINESS

General

1. South Lansing Library Update

Executive Director Scott Duimstra provided the Board with an update of the South Lansing Library.

2. Legislative Update

There were no legislative updates.

3. Community Contacts

- Sandy Drake has received emails of confirmation from all but three Friends Groups.
- Debora Bloomquist attended the Aurelius Library Christmas reindeer drive-thru. The Aurelius Library hosted a used book bag sale and it proved to be a profitable event. Patrons signed up for a pickup time and provided their desired genre. Then they picked up their used books during their contactless pickup time.

Finance

1. November 2020 Financial Report

The November 2020 Financial Report was approved by consent.

2. 2021 CADL Draft Budget

3. Attorney Contract Renewal

The Attorney Contract Renewal was approved by consent.

4. Library Page Salary Recommendation

Margaret Bossenbery made a recommendation to approve the Library Page Salary Recommendation. Vern Johnson seconded the motion. The motion carried.

DIRECTOR'S REPORT

- Jean Bolley's last day is December 30. She did not want a virtual retirement party, so CADL will be having a small event during Scott's all staff update on Teams on Monday, December 21.
- Melissa Cole will become the Head Librarian at the Foster Library. She will be the Head at all three Lansing Libraries. Cassie Veselovsky will be the Head of Public Service at Foster where she'll continue the fantastic storytimes that Jean had in place.
- There has not been an announcement regarding the MLK Luncheon for 2021.

- The City of Lansing is converting the one-way streets in Downtown Lansing to two-way streets in 2021. This will affect the drive-up book drop on Capitol Avenue. CADL will reach out to the City of Lansing to see what options are for the book drop.
- The Aurelius Branch had a drive-thru reindeer event with over 300 cars and 125 Contactless Pickup appointments for books from the Friends book sale, holiday crafts and holds. It was a safe and very popular event.
- On Christmas Eve on WFMK 99.1 FM from 7 PM – midnight, they will play Cassie Veselovsky's reading of *Twas the Night Before Christmas* every hour. Governor Whitmer recorded a special message that will play with the reading.
- Executive Director Duimstra shared a card that he received from a staff member. It showcased the great work staff are doing, but also the difficult feelings they go through providing services where they don't have direct contact with our members.
- Executive Director Duimstra ended his report by sharing images of CADL branches who had an ugly sweater competition along with a wonderful story from a member about the impact of library services on their family during this difficult time.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or Board member comments.

ADJOURNMENT

Sandy Drake made a motion to adjourn the meeting. Vern Johnson seconded the motion. The motion carried. The meeting was adjourned at 6:09 p.m.