

**CAPITAL AREA DISTRICT LIBRARIES**  
**BOARD MEETING**  
October 21, 2020

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

**Members Absent:**

**Staff Present:** Scott Duimstra, Jolee Hamlin, Chelsea Koenigsknecht, Julie Laxton, Thais Rousseau, Pat Taylor

**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 – 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**

1. Approval of Agenda

Jeff Croff made a motion to add the temporary closing recommendation of the Holt-Delhi and Aurelius Libraries recommendation and a South Lansing Library update under New Business and to move new items 4-5 and finance items 1-2 to the consent agenda. Jeff Croff 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 16, 2020

The minutes of September 16, 2020 were approved by consent.

3. Disbursements for September 2020

The disbursements for September 2020 were approved by consent.

## **CHAIRPERSON'S COMMENTS**

This week is “National Friends of the Libraries Week” and Sally mailed each Friends group a letter to build connection between the groups and the Board. Sandy Drake will serve as the Board liaison with the Friends group.

## **NEW BUSINESS**

### **General**

1. Appoint Executive Director Evaluation Committee

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

- Committee Chair: Margaret Bossenbery
- Sandy Drake
- Vern Johnson

2. Dr. L. Robert McConnell Staff Award Selection

Debora Bloomquist made a motion to approve the Dr. L. Robert McConnell Staff Award recipients; Betsy Hull and Christine Martin-Resotko. Margaret Bossenbery seconded the motion. The motion carried. Other nominees included Jill Abood, Cassidy Gould, Kate Newcombe, Heather Goupil, Lindsay Anderson, Melissa Crain, Lynn Harper, Hanna Sherman, Thalyta Still, Sarah Van Acker, and Cassidy Veselovsky.

3. Ratify All Actions Taken Remotely

Jeff Croff made a motion to ratify all action that are taken remotely. Sandy Drake seconded the motion. The motion carried.

4. 2021 Board Meeting Dates

The 2021 Board Meeting Dates was approved by consent.

5. 2021 CADL Days Closed

The 2021 CADL Days Closed was approved by consent.

6. Holt-Delhi and Aurelius Libraries Temporary Closure Recommendation

Vern Johnson made a motion to approve the Holt-Delhi and Aurelius Libraries Temporary Closure Recommendation. Margaret Bossenbery seconded the motion. The motion carried.

The Holt-Delhi and Aurelius Libraries will be closed on Tuesday, November 3 due to elections. These library buildings are polling locations.

7. South Lansing Library Update

Scott Duimstra provided the Board with a South Lansing Library location update.

8. Legislative Update

There were no legislative updates.

9. Community Contacts

There were no community contacts.

**Finance**

1. September 2020 Financial Report

The September 2020 Financial Report was approved by consent.

2. LSTA Improving Access to Information Grant iPads Recommendation

The LSTA Improving Access to Information Grand iPads Recommendation was approved by consent.

**DIRECTOR'S REPORT**

- October 18 – 24 is “National Friends of the Library Week”. CADL sent personalized thank you notes to each of our Friends groups.
- CADL Conference is on Wednesday, November 11. It will be virtual and go from 8:15 AM - 12 PM. Dr. McConnell will attend in-person for the McConnell Awards. Sally Trout will also be there for the “Welcome from the Board”. Staff will be attending either from home or at their library.
- The Mason Library renovation has been broken up into Part 1 and Part 2 due to budgeting for the project. \$175,000 still needs to be raised for Part 2 of the project.
- CADL is expanding the Student Success Initiative with the Lansing School District, Leslie Public Schools, Holt Public Schools and Mason Public Schools joining the program. We’ve also been promoting Tutor.com to students, parents and schools.
- Access to public computers is going very well. We’ve had about 56 appointments during the week of October 19.
- For the Holiday candy for staff, we won’t be able to have Board members deliver candy to each branch and department. Instead, we’ll send individually wrapped candy to each staff member with a note from the Library Board to each branch and department. Also, there will be no Holiday dinner before the December Board meeting.

**PUBLIC, STAFF, AND BOARD MEMBER COMMENTS**

There are no public, staff or Board member comments.

**ADJOURNMENT**

DeYeya Jones made a motion to adjourn the meeting. Jeff Croff seconded the motion. The motion carried. The meeting was adjourned at 6:35 p.m.