

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
February 16, 2022**

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

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
Jones – Present
Trout – Present

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

Jeff Croff made a motion to move General items 2-4 and all items under Finance 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 January 19, 2022

The minutes of January 19, 2022 were approved by consent.

3. Disbursements for January 2022

The disbursements for January 2022 were approved by consent.

CHAIRPERSON'S COMMENTS

- Margaret Bossenbery will fill Vern's term as the Board Treasurer.
- Scott Duimstra, Sally Trout and Sandy Drake met with the City of Mason City Manager and Friends of the Mason Library to discuss the Mason Library renovation.
- Sally Trout appointed herself and Debora Bloomquist to the Nomination Appointment Committee.

Jeff Croff made a motion to accept Margaret Bossenbery as the Board treasurer. DeYeya Jones seconded the motion. The motion carried.

PRESENTATION

1. Executive Director's Annual Report

Executive Director Scott Duimstra presented the 2021 Executive Director's annual report. He highlighted CADL departments, branches and goals.

NEW BUSINESS

General

1. 2022 Millage

Margaret Bossenbery made a motion to approve the millage option of 1.56 mills for a 4 year term that will be on the August 2, 2022 ballot. Jeff Croff seconded the motion. The motion carried.

2. GOV 105 CADL Board Attendance Policy

GOV 105 CADL Board Attendance Policy was approved by consent.

3. SER 205 Social Media Policy

SER 205 Social Media Policy was approved by consent.

4. HUM 102A Employee Use of Social Media

HUM 102A Employee Use of Social Media was approved by consent.

5. Legislative Update

Michigan House Bill 5689 would amend the Open Meetings Act to allow library cooperative boards and local library boards to meet virtually if they choose. This bill is not expected to move out of the Local Government and Municipal Finance Committee.

6. Community Contacts

Sandy Drake attended Leslie, Holt, Williamston, Mason Friends Groups.

Finance

1. Unaudited Final December 2021 Financial Report

The Unaudited Final December 2021 Financial Report was approved by consent.

2. January 2022 Financial Report

The January 2022 Financial Report was approved by consent.

3. February 2022 Budget Revisions

The February 2022 Budget Revisions was approved by consent.

4. Lansing Libraries Security Services Recommendation

The Lansing Libraries Security Services Recommendation was approved by consent.

DIRECTOR'S REPORT

- Meridian Township Supervisor Ron Styka passed away earlier in the week. Supervisor Styka was an inspiring person for not only Meridian Township, but for our region. We'll send a letter on behalf of CADL to the Meridian Township Board of Trustees offering our condolences.
- Many of the mask requirements from municipalities and schools have expired or are expiring. CADL staff are still required to wear masks. This is based on workplace guidance from OSHA and CDC for High Risk areas.
- Amanda Vorce, Head Librarian for the Webberville Branch is going to offer storytimes at area farms this spring and summer. It'll be a partnership with the farms to highlight their local business.
- The Michigan Library Association Advocacy Day is Tuesday, March 1. Due to COVID-19, the event will be virtual.
- The Mason Branch Renovation will go back out to bid in late February or early March. Rather than being separated into 4 phases, the project is now listed as 2 phases.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Debora Bloomquist saw six CADL commercials during the Superbowl pregame. She gave kudos to Trent Smiley and the Marketing Department.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. DeYeya Jones seconded the motion. The motion carried. The meeting was adjourned at 7:12 p.m.