

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING**

June 20, 2018

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

Members Absent:

Staff Present: Michele Brussow, Scott Duimstra, Sheryl Knox, Julie Laxton, Thais Rousseau, Hanna Sherman, 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

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

Sally Trout made a motion to move the following items to the consent agenda: one and two of New Business and one and two of Finance, along with adding Mason StoryWalk under New Business. Margaret Bossenbery seconded the motion. The motion carried.

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

2. Approval of Minutes May 16, 2018

The minutes of May 16, 2018 were approved by consent.

3. Disbursements for May 2018

The disbursements of May 2018 were approved by consent.

CHAIRPERSON'S COMMENTS

- Deb Bloomquist asked for an update on the Read Off Fines program. Scott Duimstra said that the number of children who used the program will be available at the end of the month. But, a patron did donate \$500 to match the amount for children and teens who participated in the program at the South Lansing Branch.
- Deb Bloomquist thanked Sandy Drake for becoming the CADL representative on the MMLC Board.
- Deb Bloomquist reminded the Board that the reopening event for the Williamston Branch will be on Tuesday, July 10 from 6 -7 PM at the new location at 3845 Vanneter Road in Williamston.
- Deb Bloomquist asked the Board if they'd like to have one meeting in July and one meeting in August. It was decided that there will be only one meeting in each month, one on July 18 and one on August 15.

NEW BUSINESS

General

1. SER 107 Meeting Rooms Policy

This item was approved by consent.

2. SER 204 Accessibility Policy

This item was approved by consent.

3. Legislative Update

There were no legislative updates.

4. Community Contacts

- DeYeya Jones attended an event at the Boys and Girls Club of Lansing where staff from the South Lansing Branch had a table. He also attended an event put on by the City of Lansing at the Alfreda Schmidt Southside Community Center that gave area children a place to go and play during the evening.
- DeYeya Jones and Jeff Croft attended the Annual Report presentation at Lansing Township on May 29.
- Sandy Drake attended the May 1st Meridian Township Board meeting to introduce herself to the Board. She also attended the Annual Report presentation at Meridian Township on May 15 and the Strawberry Social put on by the Okemos Friends.
- Sally Trout and Deb Bloomquist attended the Annual Report presentation at Vevay Township on June 11.
- Deb Bloomquist attended the Annual Report presentation at the City of Leslie on June 5.

5. Mason StoryWalk® Recommendation

The recommendation is to partner with Arts Initiative of Mason (AIM) to apply for a grant through the Dart Foundation for a StoryWalk® on the Hayhoe Riverwalk in Mason. The total cost for the project would be \$2,594. If the grant doesn't cover the

entire cost of the StoryWalk®, AIM will cover the remaining amount. Sally Trout made a motion to approve the River Trail StoryWalk® Recommendation. Sandy Drake seconded the motion. The motion carried.

Finance

1. April 2018 Financial Report

This item was approved by consent.

2. FIN 102 Investment Policy

This item was approved by consent.

DIRECTOR'S REPORT

- One of the goals for 2018 was to increase coding programs at our branches and in the community. Librarians Courtney Tang, Jill Abood and Aneesa Iqbal did a fantastic job with this by offering a Girls Who Code 10-week coding camp in partnership with Sexton High School. They'll report on their program at the July Board meeting.
- The Department of Education's Meet Up and Eat Up program for children from low income areas is being offered at our South Lansing and Downtown Lansing branches throughout the summer. So far, the program has been very successful at both branches.
- Summer Reading started on June 8 and has been very popular so far.
- Another goal for 2018 is to work with area schools to do a mass library card registration for students. A possible pilot project is in the works with Williamston Community Schools.
- Chris Potts was hired as the new full time Public Services Librarian at the Okemos Branch.
- Scott met with Andi Crawford, the Director of the City of Lansing's Neighborhoods and Citizen Engagement department to see if there are possible partnership opportunities. The meeting went very well and Andi is going to do a short presentation on her department at the August Board meeting.
- For the latest Executive Edition podcast, Scott interviewed Meridian Township Supervisor Ron Styka and CATA CEO Brad Funkhouser.
- Scott, Pat Taylor and Cheryl Marcotte met with the City of Mason to go over submissions from the RFP for a feasibility study for the renovation of the Mason Branch.
- Cristo Rey Community Center picked up the computers that CADL donated and they were very grateful.
- The Director's Award in June was given to Technical Services Clerk Beth Gordon. Beth has been with CADL for 20 years and does a fantastic job processing items like the Library of Things collection.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Margaret Bossenbery mentioned that she received the millage mailing from the Libraries Now group and it was nicely done.

ADJOURNMENT

Jeff Croff made a motion to adjourn the Board meeting. Vern Johnson seconded the motion. The motion carried. The meeting was adjourned at 6:08 p.m.