

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
September 20, 2017**

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

Members Absent:

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

Others Present: Eichler Family

CALL TO ORDER

The Chairperson called the meeting to order at 5:32 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

A note addressed to the Board was received by former Board member Quenda Story.

CONSENT AGENDA

1. Approval of Agenda

Sally Trout made a motion to move the following items to the consent agenda: Finance #1-3. Margaret Bossenbery seconded the motion. The motion carried.

Ms. Bossenbery made a motion to approve the consent agenda as amended including the Minutes of August 16, 2017 and the Disbursements of August 2017. Ms. Story seconded the motion. The motion carried.

2. Approval of Minutes August 16, 2017

The Minutes of August 16, 2017 were approved by consent.

3. Disbursements for August 2017

The Disbursements for August 2017 were approved by consent.

CHAIRPERSON'S COMMENTS

Margaret Bossenbery made a motion to have only one meeting in October on the 11th. Jeff Croff seconded the motion. The motion carried.

Board pictures will take place on November 8. Board members will meet at 5:15 p.m.

Debora Bloomquist attended her first MMLC meeting for this year. Ms. Bloomquist is beginning her second term as the MMLC Board Chair.

PRESENTATION

1. Award Presentation for Michelle Eichler – Trent Smiley, Marketing and Communications Director

Trent Smiley, Marketing and Communications Director, presented an award to Michelle Eichler and her children Quinn and Tala. The Eichler's visited 13 branches during this year's summer reading program and captured their experiences at each library on the CADL blog.

2. Mobile Lab Kits – Sheryl Knox, IT Director

Sheryl Knox, Technology Director, presented the library's mobile lab and iPad kits to the Board.

NEW BUSINESS

General

1. Appoint McConnell Award Committee

Board Chair, Debora Bloomquist, appointed the following Board members to the McConnell Award Committee:

- Committee Chair: Jeff Croff
- Sally Trout
- Sandy Drake

2. Legislative Update

There were no legislative updates.

3. Community Contacts

There were no community contacts.

Finance

1. August 2017 Financial Report

This item was approved by consent.

2. Leslie Library Renovation Vendor Recommendation

This item was approved by consent.

3. Local Bank Account Signatory Addition

This item was approved by consent.

DIRECTOR'S REPORT

- Correspondence was received from St. Vincent Catholic Charities thanking CADL for its participation in Operation Backpack. 900 backpacks were collected at drop off locations in Ingham County.
- Media outlets informed the public that CADL was a pickup location for eclipse glasses. Each branch received an overwhelming amount of interest in the glasses and programs. Eclipse parties were held at the Aurelius, Holt and Leslie Libraries. There were a limited number of glasses that were shared among patrons at these parties.
- In August, the Downtown Lansing Library hosted a refugee exhibit and received three books titled Refugee Lansing – Stories of Resettlement in Mid-Michigan. The books will be available for checkout after they are cataloged.
- Sandy Drake, Sally Trout and Debora Bloomquist attended the 9/11 quilt project kickoff at the Meridian Mall. Mr. Duimstra spoke at the event. Additionally, members of the Meridian fire and police departments were there. CADL has received communication in appreciation of its participation in the event.
- CADL hosted a Digital Marketing – Lunch and Learn in partnership with Michigan.com. Business Outreach Librarian, Jessica Goodrich, presented. There were 34 people in attendance.
- CADL has released its own podcast called CADLcast. CADL's executive director, selection specialists and Beverly, keeper of the 9/11 quilts, were interviewed.
- A short video was recorded for Facebook highlighting the CADL donor tree. It has had almost 600 views. Other organizations have reached out to Mr. Duimstra and told him that they will be replicating the idea!
- Harry Potter tribute band Tonks & the Aurors will headline at CADL Williamston's Fall Festival on Friday. Catchy tunes include "Battle at the Ministry," "The Yule Bal'," and "Werewolf Love." There will be games, make and take crafts, prizes and food trucks.
- The Local History online collection has received an average of 208 daily visits. This is a 1,633% increase from the previous month.
- Mr. Duimstra attended MLA's New Director and Advanced Director workshops at the Library of Michigan. The workshops are required for new library directors to attend during their first year of employment in their position.
- 11 staff members participated in the Capital City River Run corporate challenge. Nine participants took part in the 5k and two participated in the half marathon.
- Alfreda Schmidt is very happy with the booknook and mobile library stop at the Southside Community Center. She is interested in organizing a grand opening of the booknook.
- Scott Duimstra, Debora Bloomquist, Sally Trout, Julie Chrisinske, and Pat Taylor met with Tim Baise, Allan Dolley and Wanda Bloomquist regarding the status of the Williamston Library.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Jeff Croff highlighted events on campus and invited the board to attend.

ADJOURNMENT

Sally Trout made a motion to adjourn the meeting. Margaret Bossenbery seconded the motion. The motion carried. The meeting was adjourned at 6:50 p.m.