

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
November 21, 2018

Members Present: Debora Bloomquist, Jeff Croff, Vern Johnson, DeYeya Jones,

Members Absent: Margaret Bossenbery, Sandy Drake, Sally Trout

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

Others Present:

CALL TO ORDER

The Chairperson called the meeting to order at 5:31 p.m.

ROLL CALL

Bloomquist – Present

Bossenbery – Absent

Croff – Present

Drake – Absent

Johnson – Present

Jones – Present

Trout – Absent

Jeff Croff made a motion to excuse the absence of Sandy Drake and Margaret Bossenbery. Vern Johnson seconded the motion. The motion carried.

COMMUNICATIONS

Flowers were sent to Alfreda Schmidt on behalf of the CADL board and staff. A thank you card was received.

PUBLIC COMMENTS ON AGENDA ITEMS

There were public comments on agenda items.

CONSENT AGENDA

1. Approval of Agenda

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

2. Approval of Minutes October 17, 2018

The minutes of October 17, 2018 were approved by consent.

3. Disbursements for October 2018

The disbursements of October 2018 were approved by consent.

CHAIRPERSON'S COMMENTS

- Debora Bloomquist attended the CADL Conference and thanked the staff for their organizational efforts. Former Director Sue Hill was very complimentary of the Executive Director Scott Duimstra.
- Ms. Bloomquist, Mr. Duimstra and Pat Taylor attended the community discussion event regarding the future renovation of the Mason Library. There were 26 community members in attendance.
- The Eileen Droscha reading room dedication took place on Monday, November 19. It was a beautiful event. A reading room sitting area has been set up in memory of Eileen Droscha.
- On Friday, November 16 the donation Stober event was held at the Downtown Lansing Library.

PRESENTATION

1. Michael Barry, Senior Management Consultant, PFM: Asset Management, Finance Advice and Consultation
Mr. Barry provided an overview of his background and how CADL and PFM will work together.

NEW BUSINESS

General

1. HUM 202 Evaluation of the Executive Director
This item was approved by consent.
2. SER 102 Circulation Policy
Jeff made a motion to approve SER 102 Circulation Policy. Vern Johnson seconded the motion. The motion carried.
3. Legislative Update
Newly elected officials have received a congratulatory email from Mr. Duimstra.
4. Community Contacts
There were no community contacts.

Finance

1. October 2018 Financial Report
This item was approved by consent.
2. CADL 2019 Draft Budget
This item was approved by consent.
3. 2018 Budget Revisions
This item was approved by consent.

DIRECTOR'S REPORT

- The Haslett Library had a forensic inspired program to figure out who stole the cupcake. There was a note about who stole it and they used chroma photography to tell who wrote the note. This was a stem-oriented program.
- Initial meetings have taken place to discuss the renovations at Mason and Williamston.
- Meetings are taking place for the front office and Board room renovations. The Executive Director showed the Board samples of what will be used for chairs and carpet.
- The website will be launched to the public in one week.
- ALA memberships have expired.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or board member comments.

ADJOURNMENT

Vern Johnson made a motion to adjourn the Board meeting. DeYeya Jones seconded the motion. The motion carried. The meeting was adjourned at 6:16 p.m.