CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING

5:30 PM, WEDNESDAY, NOVEMBER 4, 2026
BOARD ROOM
401 S CAPITOL AVE., LANSING, MI 48933
517-367-6300

Mission Statement:
Empowering our diverse communities to learn, imagine and connect.

AGENDA

CALL TO ORDER

ROLL CALL

COMMUNICATIONS

APPROVAL OF AGENDA (action)

PUBLIC COMMENTS ON AGENDA ITEMS

CONSENT AGENDA (action)
a. Approval of Minutes October 21, 2026 (enc – action)

CHAIRPERSON'S COMMENTS

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

CLOSED SESSION
Closed session pursuant to MCL 15.268(1)(c) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.

ADJOURNMENT

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
OCTOBER 21, 2026

Members Present: Brian Baer, Debora Bloomquist, Sandy Drake, Quinn O'Donnell, Mark Stewart, Ashley Smith, Julie Vandenboom

Members Absent:

Staff Present: Katelyn Whiteman, Jenny Marr, Jolee Hamlin, Sheryl Knox, Julie Laxton, Miriam Mattison, Michael Moore, Thais Rousseau, Jeff Antaya

Others Present:

CALL TO ORDER
The Chairperson called the meeting to order at 5:30p.m.

ROLL CALL
Baer – Present
Bloomquist – Present
Drake – Present
O'Donnell – Present
Smith – Present
Stewart – Present
Vandenboom – Present

COMMUNICATIONS
There were no communications.

APPROVAL OF AGENDA
Ashley Smith made a motion to move Finance items A, B, C and General items A, B, C to the Consent Agenda. Mark Stewart seconded the motion. The motion carried.

Sandy Drake made a motion to approve the agenda as amended. Debora Bloomquist seconded the motion. The motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS
There were no public comments on agenda items.

CONSENT AGENDA
Ashley Smith made a motion to approve the consent agenda. Brian Baer seconded the motion. The motion carried.

a. Approval of Memorandum September 16, 2026
   This item was approved by consent.

b. Approval of Minutes September 23, 2026
   This item was approved by consent.

c. Approval of Memorandum for October 14, 2026

This item was approved by consent.

d. Disbursements for September 2026
This item was approved by consent.

CHAIRPERSON'S COMMENTS

Quinn O'Donnell hopes everyone is enjoying fall weather and reminded everyone that December is a busy month for her. She may miss one or both meetings that month.

NEW BUSINESS

General

a. 2027 Board Meeting Dates
This item was approved by consent.

b. 2027 CADL Closed Days
This item was approved by consent.

c. Dr. L. Robert McConnell Staff Award Selection
This item was approved by consent.

d. Legislative Update
- The election is November 3, 2026. CADL does not have anything on the ballot, but the branches that share a building with their municipality are going to be voting locations, as is the Okemos Branch.
- October is Library Appreciation Month. The governor always creates a proclamation for this.

e. Community Contacts
Sandy Drake attended Friends of the Library meetings at Mason, Haslett and Okemos. She also hosted an All Friends meeting at the Local History Center on October 20, 2026.

Julie Vandenboom attended the Michael Finkel author visit at the Broad Art Museum. She stated it was well attended, and attendees had good questions for the author.

Debora Bloomquist attended the Friends of the Library meeting at Mason as well as the All Friends meeting at the Local History Center.

Finance

a. September 2026 Financial Report
There were no changes to the September 2026 Financial Report that was presented at the October 14, 2026, Committee of the Whole Meeting.

This item was approved by consent.

b. Janitorial Service Contract Recommendation
This item was approved by consent.

c. Downtown Lansing and South Lansing Libraries Security Service Contract Recommendation
This item was approved by consent.

DIRECTOR'S REPORT

- This week is National Friends of the Library Week.
    - CADL hosted the All Friends meeting at the Local History Center on October 20, 2026.
    - This week also was acknowledged in the CADL email newsletter and on the website and social media.
- We hosted author Michael Finkel at the Broad Art Museum. The event was well attended.
- The One Grand Read event had 150 attendees. The following day author Hanif Abdurraqib visited Everett High School and spoke to more than100 students from Everett and Eastern High Schools. Assistant Director Jolee Hamlin worked to coordinate this event.
    - The OGR cycle has begun again. We are recapping this year with post event wrap up and an eye towards plans for next year, future book selection and ways to improve the program.
- The first week of October was Digital Inclusion Week. A new landing page has been added to cadl.org. See Technology for All for a list of digital opportunities and resources.
    - An AI chatbot tutorial was made available for patrons, giving them a chance to learn and explore AI in a safe way which guarded their privacy. This same experience was offered to staff before it was opened to patrons.
    - CADL also is participating in Senior Planet through AARP. This is an effort to work with seniors on their health and wellness education through in-person classes which CADL offers at Foster Labs.
- CADL Con is Wednesday, November 11th. ED Marr provided a schedule overview for the day.
- Executive Director Marr provided an overview of current job openings at CADL.
- The MLA Conference is next week in Novi on Wednesday, Thursday, and Friday. CADL has 18 staff members attending.
    - ED Marr discussed her role on the Board of MLA as Past President and how her term in up in June of 2027. She is encouraging other CADL staff members to run. She will be staying on the legislative committee.
- The fall seasonal program guide for September and October is available on cadl.org. Many fun fall and Halloween programs and events are coming. Staff are working on the upcoming November and December program guide.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Debora Bloomquist asked questions regarding the Aurelius Head Librarian position, and how the schedule for reviewing of the Aurelius Township Agreement will work for 2027. She also shared a story regarding the 'I Love My Library' t-shirt and spoke about the All Friends meeting and what a nice event it was.

Brian Baer mentioned the Director Evaluation Committee and the form that was sent out to the management team last year. The Committee is hoping for a rough draft of this year's materials for November. Quinn O'Donnell mentioned double checking the policy for a correction.

ADJOURNMENT

Mark Stewart made a motion to adjourn the meeting. Debora Bloomquist seconded the motion. The motion carried. The meeting adjourned at 6:04 pm.