

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
September 18, 2019

Members Present: Debora Bloomquist, Margaret Bossenbery, Sandy Drake, Vern Johnson, Sally Trout

Members Absent: Jeff Croff, DeYeya Jones

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

Others Present:

CALL TO ORDER

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

ROLL CALL

Bloomquist – Present
Bossenbery – Present
Croff – Absent
Drake – Present
Johnson – Present
Jones – Absent
Trout – Present

Sally Trout made a motion to excuse the absence of Jeff Croff and DeYeya Jones. Margaret Bossenbery seconded the motion. The motion carried.

COMMUNICATIONS

There were 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 defer the 2020 – 2024 Strategic Plan presentation to October's Board meeting and to move items number two under General and 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. Vern Johnson seconded the motion. The motion carried.

2. Approval of Minutes August 21, 2019

The minutes of August 21, 2019 were approved by consent.

3. Disbursements for August 2019

The disbursements for August 2019 were approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair Debora Bloomquist congratulated CADL on receiving the State Librarian's Excellence Award.

PRESENTATION

1. 2020 – 2024 Strategic Plan Update, Scott Duimstra

The 2020-2021 Strategic Plan Presentation will be presented at the October Board meeting.

NEW BUSINESS

General

1. Appoint McConnell Award Committee

Board Chair Debora Bloomquist appointed the following Board members to the McConnell Award committee: Sally Trout (chair), Margaret Bossenbery and Sandy Drake.

2. HUM 103 Travel Policy

The HUM 103 Travel Policy was approved by consent.

3. Legislative Update

There are no legislative updates.

4. Community Contacts

Sandy Drake attended the MMLC board meeting.

Finance

1. August 2019 Financial Report

Finance Director Pat Taylor reviewed the August 2019 Financial Report.

2. Computer Technician Recommendation

The Computer Technician Recommendation was approved by consent.

3. Audit Services Bid Results

Margaret Bossenbery recommended that the FIN committee evaluate and interview audit service groups at the October FIN committee. Sandy Drake seconded the motion. The motion carried.

DIRECTOR'S REPORT

- The Williamston Library reopened on Thursday September 12. The grand reopening will take place on October 3, 6:00 – 7:00 pm.
- The Mason Library was awarded a grant through the Dart Foundation to be used for the renovation in 2020.
- CADL has partnered with CATA to provide WIFI on select buses and at their bus stops.

- Haslett School District will be participating in the Student Success Initiative program.
- The 2nd Annual Craft Show will take place at the Downtown Lansing Library on Saturday, October 26.
- Completion of the 2019 SRP increased by 23%!
- \$1,205.14 was waived over the three months of summer during the Reading Off Fines program. There were over 40 participants who paid off \$10 of their fines.
- CADL will have a staff holiday party on Saturday, December 7 and the Board holiday party will be on Wednesday, December 18.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There are no public, staff or board member comments.

ADJOURNMENT

Margaret Bossenbery made a motion to adjourn the meeting. Vern Johnson seconded the motion. The motion carried. The meeting was adjourned at 6:30 p.m.