

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
October 16, 2019

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

Members Absent: DeYeya Jones

Staff Present: Andrew Bourgeois, Melissa Cole, Scott Duimstra, Heather Goupil, Jolee Hamlin, Sheryl Knox, Chelsea Koenigsknecht, Julie Laxton, Thais Rousseau, Eyal Suseela, Pat Taylor

Others Present:

CALL TO ORDER

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

ROLL CALL

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

Sandy Drake made a motion to excuse the absence of DeYeya Jones. Margaret Bossenbery seconded the motion. The motion carried.

CONSENT AGENDA

1. Approval of Agenda

Sally Trout made a motion to move the Strategic Plan presentation to the November COW meeting. Sandy Drake seconded the motion. The motion carried.

Sally Trout made a motion to move New Business items two through four and Finance items one through three to the consent agenda. Jeff Croff seconded the motion. The motion carried.

Jeff Croff made a motion to approve the agenda as amended. Sally Trout seconded the motion. The motion carried.

2. Approval of Minutes September 18, 2019

The Minutes of September 18, 2019 were approved by consent.

3. Disbursements for September 2019

The disbursements of September 2019 were approved by consent.

CHAIRPERSON'S COMMENTS

- Board Chair Debora Bloomquist requested for HR Director Julie Laxton to write a resolution to recognize Dr. McConnell as the Board's first chair and as a founding member.
- Williamston Library had their renovation ribbon cutting and wonderful remarks were said.
- CADL staff and Board members attended the MLA luncheon for the State Librarian's Excellence Award for superior customer service. Randy Riley made spectacular remarks about our great library.

PRESENTATION

1. Introduction of New Staff Members: Heather Goupil, Mason Library Head Librarian; Melissa Cole, Downtown Lansing Library Head Librarian; Eyal Suseela, South Lansing Library Head of Public Service; Andy Bourgeois, Downtown Lansing Library Head of Public Service
Scott Duimstra introduced CADL's newest staff position members to the Board.
2. 2020 – 2024 Strategic Plan – Scott Duimstra, Executive Director
The 2020 – 2024 Strategic Plan will be presented at the November COW meeting.

NEW BUSINESS

General

1. Dr. L. Robert McConnell Staff Award Selection
Sally Trout made a motion to approve the Dr. L. Robert McConnell Staff Award Selection. Margaret Bossenbery seconded the motion. The motion carried.
2. 2020 Board Meeting Dates
The 2020 Board Meeting Dates were approved by consent.
3. 2020 Days Closed
The 2020 Days Closed were approved by consent.
4. GOV 103 Bylaws
GOV 103 Bylaws was approved by consent.
5. GOV 105 Board Attendance Policy
Margaret Bossenbery made a motion to approve GOV 105 Board Attendance Policy. Jeff Croff seconded the motion. The motion carried.
6. Legislative Update
There are no legislative updates.
7. Community Contacts
There are no community contacts.

Finance

1. September 2019 Financial Report

The September 2019 Financial Report was approved by consent.

2. 2020 Draft Budget Highlights

The 2020 Draft Budget Highlights was approved by consent.

3. Audit Group Recommendation

The Audit Group Recommendation was approved by consent.

DIRECTOR'S REPORT

- The Capital Area One Book *There, There* was chosen for 2020. Tommy Orange is coming on April 22.
- The CADL Con draft agenda was shared with the board.
- Eric Palmer Executive Director of MMLC will be attending the COW meeting on December 11 to introduce himself.
- Heather Goupil has begun circulating fishing poles at the Mason Library.
- The Management Team is working together to create a reward for our staff to thank them for the efforts in helping CADL achieve the State Librarian's Excellence Award.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There are no public, staff or board member comments.

ADJOURNMENT

Vern Johnson made a motion to adjourn the meeting. Sally Trout seconded the motion. The motion carried. The meeting adjourned at 6:24 p.m.