

**CAPITAL AREA DISTRICT LIBRARY
BOARD MEETING
September 19, 2007**

Members Present: Deb Bloomquist, Marge Bossenbery, Alma Staton, Quenda Story, Joan Trezise, Sally Trout, Stu Wilson

Members Absent: None

Staff Present: Veronica Beecroft, Erin Davis, Sue Hill, Maureen Hirten, Sheryl Knox, Julie Laxton, Trent Smiley, Kim Stewart, Pat Taylor, Catherine Welscher

Others Present: Dan Whisler (Penchansky Whisler Architects), Larry Silsby (Aurelius Township) Gretchen Cochran (City Pulse), Timothy Bowman (Lansing resident)

CALL TO ORDER

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

ROLL CALL

The secretary called the roll:

Bloomquist—Present
Bossenbery—Present
Staton—Present
Story—Present
Trezise—Present
Trout—Present
Wilson—Present

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

I. Approval of Agenda

Joan Trezise moved to include all Finance Committee items to the consent agenda as well as items 1 – 3 under General. Marge Bossenbery seconded the motion. The motion carried.

Deb Bloomquist moved to approve the consent agenda as amended including the Minutes of July 25, 2007, the Financial Report for July and August, the July 1 through July 30 disbursements totaling \$980,542.08, and the August 1 through August 31 disbursements totaling \$836,512.61. Joan Trezise seconded the motion. The motion carried.

2. Approval of Minutes of July 25, 2007
This item was approved by consent.
3. Receipt of July and August 2007 Financial Report
This item was approved by consent.
4. Disbursements for July and August 2007
This item was approved by consent.

CHAIRPERSON'S COMMENTS

There were no comments by the Chairperson.

CAPITAL IMPROVEMENT PLAN

Dan Whisler of Penchansky Whisler Architects presented the final Capital Improvement Plan recommendation. Mr. Whisler provided copies of the report and highlighted the report in his presentation.

The report is a result of efforts of Penchansky Whisler representatives, other consultants, study groups, committees, and staff. Mr. Whisler shared goals that were taken into consideration toward final recommendations and background regarding current library space, usage patterns, and concerns. Other library systems were also reviewed.

While some CADL facilities have been renovated or expanded, most facilities are inadequate to meet the long-term needs of libraries. The implementation plan suggests a projection of space at about 225,000 square feet in order to accommodate identified service goals. Nearly 29,000 square feet of central service space is recommended with additional 37,000 square feet for Impression Five.

Recommendations include new facilities for Main, Okemos, Holt, Mason, and Williamston Libraries. Renovations for South Lansing, Leslie, Haslett, Dansville, Stockbridge, Webberville, Aurelius, and Foster Libraries are recommended. While the study indicates renovation to existing facilities, alternative lease space may be considered for Foster and/or South Lansing.

The total cost of the project is approximately \$93 million including an expanded collection, and a shell building for Impression Five. Mr. Whisler also addressed next steps for moving the project forward.

Stu Wilson moved that the CADL Board adopt the Capital Improvement Plan Study presented by Penchansky Whisler Architects. Marge Bossenbery seconded the motion. Deb Bloomquist added that the framework is being accepted with potential for modification. The plan is considered a working document and some flexibility is important. A roll call vote was held:

Bloomquist—Aye

Bossenbery—Aye

Staton—Aye

Story—Aye

Trezise—Aye

Trout—Aye

Wilson—Aye

The motion carried.

Deb Bloomquist made a motion to adjust the agenda to allow public comments on the plan prior to moving forward. Stu Wilson seconded the motion. The motion carried.

There were no public comments.

Joan Trezise acknowledged the amount of work of administration, the management team, and staff, including branch heads and meeting participants.

Stu Wilson moved to take a 5 minute recess. Deb Bloomquist seconded the motion. The motion carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

General

1. Michicard Withdrawal
This item was approved by consent.
2. McConnell Awards
This item was approved by consent.
3. Stockbridge Closed for Carpeting
This item was approved by consent.
4. Director's Evaluation Committee Appointment
Deb Bloomquist, Alma Staton, and Sally Trout were appointed to the Evaluation Committee.
5. Legislative Update
Sue Hill reported that the most significant news related to the Legislative Update is related to the budget.
6. Community Contacts
Sue Hill attended a public meeting in Stockbridge and provided a fact sheet on CADL's position related to the non-resident fees.

A meeting is scheduled for Tuesday, September 25th with County Commissioners to present the Capital Improvement Plan.

Finance Committee

1. 2008 Millage Rate
This item was approved by consent.
2. Decentralize MeL Interloan
This item was approved by consent.
3. 2007 Budget Revisions
This item was approved by consent.

Policy Review

GOV 101	Establishment Agreement
GOV 103	Bylaws
GOV 201	Services, Facilities, Furniture and Equipment
GOV 202	Strategic Plan
GOV 203	Committee of the Whole Rules of Order
GOV 211	Service to Non-District Municipalities
GOV 213	Public Participation Policy

Marge Bossenbery moved to accept policy review items pending revisions to GOV 202, Strategic Plan. Stu Wilson seconded the motion. The motion carried.

DIRECTOR'S REPORT

Sue Hill shared that services are holding steady. Construction surrounding the Main Facility has contributed to lack of increased use. E-material circulation has increased in response to CADL's marketing campaign.

The wireless connection is now installed at Main and is being tested prior to public announcement. Plans entail public unveiling at Main by mid-October with wireless availability in at least four CADL locations by the end of the year.

Catherine Welscher has been working on RFID project. Progress is being made to tag all the libraries with current effort taking place at Aurelius. Completion may be reached within a few months.

The Stockbridge Board of Education adopted a resolution asking that school children be allowed access of the library without a fee. A letter was received by Stockbridge Community Schools that was distributed. A draft reply was shared.

PUBLIC, STAFF, AND BOARD COMMENTS

Joan Trezise inquired about the Development Committee Meeting schedule. The Development Committee Meeting will be held Tuesday, October 16th at 5:30.

Timothy Bowman of Mason commented about genealogy resources and the discontinuation of ancestry.com for another database. He requested a continuation of ancestry.com resource. The ancestry.com online database was made available through the State Library. The Library of Michigan will discontinue the state-wide subscription to Ancestry.com but will continue to provide access to patrons using computers in its library. Costs and options will be considered toward CADL maintaining the resource.

Marge Bossenbery shared information on Petoskey and Charlevoix libraries.

CLOSED SESSION TO DISCUSS PURCHASE OF REAL ESTATE

Marge Bossenbery moved that the Board go into Closed Executive Session as allowed under the Open Meetings Act, PA 127 of 1976 as last amended, to discuss the purchase of real estate. Stu Wilson seconded the motion. A roll call vote was held:

Bloomquist—Aye

Bossenbery—Aye

Staton—Aye

Story—Aye
Trezise—Aye
Trout—Aye
Wilson—Aye

The Board went into closed session at 6:42 p.m. The Board returned from closed session at 7:05 p.m.

ADJOURNMENT

Stu Wilson moved to adjourn the meeting. Deb Bloomquist supported the motion. The meeting adjourned at 7:06 p.m.