

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
February 27, 2023**

Members Present: Brian Baer, Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Sandy Drake, Chris Waltz

Members Absent: DeYeya Jones

Staff Present: Scott Duimstra, Jolee Hamlin, Miriam Mattison, Thais Rousseau, Trent Smiley

Others Present:

CALL TO ORDER

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

ROLL CALL

Baer – Present
Bloomquist – Present
Bossenbery – Present
Croff – Present
Drake – Absent
Jones – Present
Waltz – Present

Margaret Bossenbery made a motion to excuse the absence of DeYeya Jones from the February Board meeting. Chris Waltz seconded the motion. The motion carried.

COMMUNICATIONS

The Board received a letter from former staff member Chelsea Koenigsknecht thank them for their gift and candy.

PUBLIC COMMENTS ON AGENDA ITEMS

There are no public comments on agenda items.

CONSENT AGENDA

a. Approval of Agenda

Margaret Bossenbery made a motion to move General item A and all items under Finance to the consent agenda and to table the Executive Director’s Annual Report until the March Board meeting. Debora Bloomquist seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the consent agenda as amended. Sandy Drake seconded the motion. The motion carried.

- b. Approval of Minutes January 18, 2023
This item was approved by consent.

- c. Disbursements for January 2023
This item was approved by consent.

CHAIRPERSON'S COMMENTS

There were no Chairperson's Comments.

NEW BUSINESS

General

- a. Foster Library Temporary Closing Recommendation
This item was approved by consent.
- b. SER 107 Meeting Room Policy
Additional language referring to the use of Business library cards for reserving meeting rooms was added to the policy. Margaret Bossenbery made a motion to approve the changes to the policy. Sandy Drake seconded the motion. The motion carried.
- c. Legislative Update
There were no legislative updates, but Executive Director Duimstra shared that Representative Emily Dievendorf will be visiting a storytime at the Foster Branch during March for March is Reading Month.
- d. Community Contacts
Sandy Drake hosted the system-wide Friends meeting on Tuesday, January 31 at the Haslett Branch. Brian Baer, Deb Bloomquist, Scott Duimstra, and Miriam Mattison also attended. Sandy attended the meetings of the Friends of the Okemos Library, Friends of the Haslett Library, and Friends of the Williamston Library. The Friends of the Williamston Library are beginning their Friday book sales. The Friends of the Okemos Library are having a book sale on March 4 and 5. The Friends of the Leslie Library are having their book sale on March 28, 29, and 30.

Finance

- a. January 2023 Financial Report
This item was approved by consent.
- b. Kwame Alexander Visit Recommendation
This item was approved by consent.
- c. Mobile Libraries Outfitting Recommendation
This item was approved by consent.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Debora Bloomquist attended the Sherri Winston event at the South Lansing Branch on Thursday, February 23 and said it was a great event.

ADJOURNMENT

Brian Baer made a motion to adjourn the meeting. Margaret Bossenbery seconded the motion. The motion carried. The meeting was adjourned at 5:40 p.m.