

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
January 24, 2024

Members Present: Brian Baer, Debora Bloomquist, Quinn Clifton-O'Donnell, Sandy Drake, DeYeya Jones, Ashley Smith

Members Absent: Chris Waltz

Staff Present: Janet Elliott, Jolee Hamlin, Victoria Meadows, Miriam Mattison, Michael Moore, Thais Rousseau

Others Present: Lindsay Dangi

CALL TO ORDER

The Chairperson called the meeting to order at 5:32 p.m.

ROLL CALL

Baer – Present

Bloomquist – Absent (Arrived at 6:15 pm)

Clifton-O'Donnell – Present

Drake – Present

Jones – Present

Smith – Present

Waltz – Absent

COMMUNICATIONS

The Board received a card from the staff at the Aurelius Library thanking them for the hoodies.

A thank you letter was shared that was sent to Jeremy Coffman, one of CADL's delivery drivers, thanking him for his assistance when the patron was hit by a car in the parking lot at Haslett Library. The patron's son had also called to express gratitude.

PUBLIC COMMENTS ON AGENDA ITEMS

Brian Baer made a motion to amend the language of the agenda regarding the closed session to the following: Closed Session pursuant to MCL 15.268(1)(a) to consider personal evaluation of Jolee Hamlin pursuant to her request." Sandy Drake seconded the motion. The motion carried.

Sandy Drake made a motion to move General item A and Finance items A & B to the consent agenda. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

CONSENT AGENDA

a. Approval of Agenda

Brian Baer made a motion to approve the agenda as amended. Sandy Drake seconded the motion. The motion carried.

b. Approval of Minutes December 20, 2023

This item was approved by consent.

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

CHAIRPERSON'S COMMENTS

There were no Chairperson's Comments.

NEW BUSINESS

General

- a. Okemos Library Closure Recommendation
This item was approved by consent.

- b. Selection of Jenny Marr as CADL's new Executive Director
Board members discussed Jenny Marr's qualifications which they felt would make her the best choice for CADL's new Executive Director.

Brian Baer was impressed with Jenny Marr as a candidate, noting her educational background, methodical approach to problem-solving, and hands-on assistance with maintenance issues.

Quinn Clifton-O'Donnell appreciated that Jenny Marr has systems in place for handling situations and was impressed with her empathetic approach.

Sandy Drake liked the fact that Jenny Marr seemed comfortable during the interviews, had done research on CADL before her interview, took up the offer to visit branches, and is active in MLA.

Ashley Smith was impressed by Jenny Marr's perspective on library collections as well as her positive interactions with the Board and staff during the Meet and Greet, noting that a lot of the staff feedback on Marr from the interviews was positive.

DeYeya Jones felt that any of the candidates could do the job, but he thinks a fresh and new perspective is healthy. He appreciated Jenny Marr's calm demeanor, and he thinks she has high ceiling potential in terms of what she brings to the table and her ability to manage a library system of CADL's size.

Quinn Clifton-O'Donnell made a motion to approve Jenny Marr as CADL's new Executive Director. Sandy Drake seconded the motion. The motion carried.

- c. Approval of contract with Jenny Marr
Pursuant to board policy, Board Chair DeYeya Jones and legal counsel negotiated the contract with Jenny Marr.

Brian Baer made a motion to approve the contract with Jenny Marr. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

- d. Legislative Update
There was no legislative update.

e. Community Contacts

Sandy Drake attended Friends of the Library meetings at Williamston, Webberville, Haslett and Aurelius. She also helped with the Williamston Friends' booksale and attended the MMLC meeting. She was especially excited about helping the Friends groups coordinate surplus books and CDs. Thanks to her assistance with communication, the Stockbridge Friends were able to share extra books with the Haslett Friends and the Lansing Friends were able to share extra CDs with the Leslie Friend.

Ashley Smith also attended the Friends of the Library meeting at Haslett.

Finance

a. December 2023 Financial Report

This item was approved by consent.

b. DL Trane AHUI Damper Motor Replacement Recommendation

This item was approved by consent.

DIRECTOR'S REPORT

- The State Aid Report was submitted at the beginning of January, well before the deadline, and receipt has been confirmed.
- A series of FOIA requests have been received concerning the NUA Pension review. At this time the decision has been made to refrain from responding to the misinformation the individual has posted online. A statement has been prepared should it become necessary to respond.
- The Mason Fundraising Committee met on January 23. The City of Mason is applying for a grant that, if received, would primarily be directed toward windows. A decision on the Michigan Department of Labor and Economic Opportunity grant is supposed to be announced by the end of January. Once decisions are announced on these grant applications, the committee will make additional plans.
- The Mason Friends are working on two small fundraisers: a Masquerade Ball in partnership with the school and the VFW as well as a matching fund possibility with Modern Woodman.
- Bookmarks are available to help spread the word about the Student Success Initiative scholarships.
- A new group photo of the Board will be taken later this year.
- The Connections in Corrections program is looking to pilot an introduction of tablets with preloaded content for use by inmates.
- ALA Youth Media Awards were announced on January 22, an exciting day, especially for youth librarians.
- A new service called Knowledge Navigator is being introduced for patrons interested in learning a new skill.
- Safety is being prioritized as a staff training focus for this year.
- CADL participated with Kent District Library's Write Michigan program this year, a short story contest promoted by various libraries around the state. Two CADL patrons are finalists.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Sandy Drake asked about Jenny Marr's first day. Julie Laxton reported that she would start on Monday, January 29.

CLOSED SESSION

The Board went into closed session pursuant to MCL 15.268(1)(a) to consider personal evaluation of Jolee Hamlin pursuant to her request.

Quinn Clifton-O'Donnell made a motion to move the Board into a closed session. Ashley Smith seconded the motion. A roll call vote was held:

Baer - Yes
Bloomquist – Absent (Arrived at 6:15 pm)
Clifton-O'Donnell - Yes
Drake - Yes
Jones - Yes
Smith - Yes
Waltz - Absent

The Board went into closed session at 6:12 pm.

Debora Bloomquist arrived at 6:15 pm and joined the closed session.

Brian Baer made a motion to leave closed session. Quinn Clifton-O'Donnell seconded the motion. A roll call vote was held:

Baer - Yes
Bloomquist - Yes
Clifton-O'Donnell - Yes
Drake - Yes
Jones - Yes
Smith - Yes
Waltz - Absent

The Board left its closed session at 7:13 pm.

ADJOURNMENT

Sandy Drake made a motion to adjourn the meeting. Debora Bloomquist seconded the motion. The motion carried. The meeting was adjourned at 7:13 p.m.