

CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

April 17, 2024

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

Members Absent: Sandy Drake

Staff Present: Janet Elliott, Jolee Hamlin, Lynn Harper, Julie Laxton, Sheryl Knox, Jenny Marr, Miriam Mattison, Victoria Meadows, Michael Moore

Others Present: Benjamin Shuldiner

CALL TO ORDER

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

ROLL CALL

Baer – Present

Bloomquist – Present

Clifton-O'Donnell – Present

Drake – Absent with notice

Jones – Present

Smith – Present

Waltz – Present

Brian Baer made a motion to approve the absence of DeYeya Jones from the April 10, 2024 Committee of the Whole Meeting and the absence Sandy Drake from the April 17, 2024 Board Meeting. Debora Bloomquist seconded the motion. The motion carried.

APPROVAL OF AGENDA

Brian Baer made a motion to move New Business General items F and G and Finance item B to the Consent Agenda. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

COMMUNICATIONS

A thank you note from Chris Waltz was shared with the Board.

CONSENT AGENDA

Quinn Clifton-O'Donnell made a motion to approve the consent agenda as amended. Brian Baer seconded the motion. The motion carried.

- a. Approval of Minutes March 24, 2024
This item was approved by consent.
- b. Disbursements for March 2024
This item was approved by consent.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CHAIRPERSON'S COMMENTS

Board Chair DeYeya Jones shared his disappointment in not being able to attend Chris Waltz's last meeting and noted that she will be missed.

NEW BUSINESS

General

- a. Welcome Board Member Mark Stewart
Board Chair DeYeya Jones welcomed Mark Stewart to the CADL Board of Trustees, and all in attendance shared brief introductions.

- b. Election of Officers
It is recommended to appoint the following as officers of the Capital Area District Libraries Board of Trustees:
 - Chairperson - DeYeya Jones
 - Vice Chairperson - Brian Baer
 - Treasurer - Mark Stewart
 - Secretary - Debora Bloomquist

Debora Bloomquist made a motion to approve the election of officers as presented. Ashley Smith seconded the motion. The motion carried.

- c. Committee Appointments
Board Chair DeYeya Jones appointed Mark Stewart to serve as Chair of the Finance Committee and appointed Quinn Clifton-O'Donnell and Ashley Smith to serve as members of the Finance Committee.

- d. 2023 Audit Acceptance
Brian Baer made a motion to accept the 2023 Audit which was presented at the April 10, 2024 Committee of the Whole Meeting. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

- e. May, July, and August Board Meeting Dates
It is recommended to combine the Committee of the Whole and Board meetings into one meeting in the months of May, July and August along with the previously approved single meeting on June 12.

Brian Baer made a motion to have combined meetings occur on May 15, July 24 and August 21. Ashley Smith seconded the motion. The motion carried.

- f. LSTA Grant Recommendation for Local History
This item was approved by consent.

- g. SER 205 Social Media Policy
This item was approved by consent.

h. Legislative Update

MLA Advocacy Day occurred on April 16, 2024 at the Michigan State Capitol. Six CADL staff attended and met with legislative staff to advocate for state aid and the capital improvement grant program for libraries as well as raise awareness about proposed Freedom to Read legislation. Senator Sarah Anthony praised CADL and specifically the South Lansing Library during her speech on the Capitol steps.

i. Community Contacts, Comments and Questions

Sandy Drake attended the Friends of the Library meetings in Holt, Dansville, Mason, Haslett and Okemos as well as helped with the Haslett and Williamston Friends' book sales.

An All CADL Friends meeting took place on April 9 at the Okemos Library. Sandy Drake coordinated this event which had 23 people in attendance including four CADL staff members and representatives from eight different CADL Friends groups.

Patron comments and questions received during the month of March were included in the Board Packet.

Finance

a. March 2024 Financial Report

Finance Director Miriam Mattison presented the March 2024 Financial Report.

Brian Baer made a motion to accept the March 2024 Financial Report. Debora Bloomquist seconded the motion. The motion carried.

b. Patron Computer Purchase Recommendation

This item was approved by consent.

DIRECTOR'S REPORT

- The Mason Library will be closed April 18-26 to complete renovations and inspections.
- Response to today's tornado warning was smooth at all branches. There were no damages as a result of the storm.
- Executive Director Jenny Marr will attend the Library of Michigan Night of Notables on Saturday, April 20.
- The Friends of the Mason Library are sponsoring a Storybook Masquerade on April 27 to raise funds for the Mason renovation.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Operations Director Michael Moore informed the Board about a van purchase which may be coming up.

Janet Elliott reminded the Board about the request from the Marketing Department for a volunteer to serve on the SSI Scholarship Review Committee. Brian Baer volunteered.

Mark Stewart shared that the Mason Friends group was considering a joint booth for the Friends groups at the Ingham County Fair but noted that they would be required to have liability insurance and wondered if anyone had guidance on that. It was suggested the Friends groups look into their own policy as they would need to have insurance separate from CADL.

Debora Bloomquist congratulated Miriam Mattison on a successful audit.

Debora Bloomquist introduced Benjamin Shuldiner, Superintendent of the Lansing School District. Superintendent Shuldiner explained that he was in the library, noticed the Board was meeting and thought he would stop by. He thanked everyone for their work and looks forward to continuing to work together.

ADJOURNMENT

Debora Bloomquist made a motion to adjourn the meeting. Brian Baer seconded the motion. The motion carried. The meeting was adjourned at 6:17 p.m.