

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
July 24, 2024

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

Members Absent: Mark Stewart

Staff Present: Janet Elliott, Jolee Hamlin, Sheryl Knox, Julie Laxton, Jenny Marr, Miriam
Mattison, Michael Moore, Thais Rousseau

Others Present: Lindsay Dangl, Lisa Fletcher

CALL TO ORDER

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

ROLL CALL

Baer – Present
Bloomquist – Present
Clifton-O'Donnell – Present
Drake – Present
Jones – Present
Smith – Present
Stewart – Absent with notice

Debora Bloomquist made a motion to approve the absence of Mark Stewart from the July 24, 2024, Board Meeting. Sandy Drake seconded the motion. The motion carried.

COMMUNICATIONS

There were no communications.

APPROVAL OF AGENDA

Sandy Drake made a motion to approve the agenda. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CLOSED SESSION

Quinn Clifton-O'Donnell made a motion for a closed session to be convened to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained, in accordance with Sec. 8(1)(d) of the Open Meetings Act (OMA) MCL 15.268, and that Jenny Marr, Janet Elliott, Miriam Mattison, Lisa Fletcher and Lindsay Dangl be invited to attend. Debora Bloomquist seconded the motion. A roll call vote was held:

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

The Board went into its closed session at 5:33 pm.

Brian Baer made a motion to move the Board out of its closed session. Sandy Drake seconded the motion. A roll call vote was held:

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

The Board moved out of its closed session at 6:30 pm.

CONSENT AGENDA

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

- a. Approval of Minutes June 12, 2024
This item was approved by consent.
- b. Disbursements for June 2024
This item was approved by consent.

CHAIRPERSON'S COMMENTS

There were no chairperson's comments.

NEW BUSINESS

General

- a. Strategic Planning Consultant Selection
The Board reviewed the strengths and weaknesses of the proposals and presentations of the four Strategic Planning Consultant candidates.

Ashley Smith made a motion to engage MCLS (Midwest Collaborative for Library Services) as consultants for the next CADL Strategic Plan. Debora Bloomquist seconded the motion. The motion carried.

b. Building Committee Appointment

Board Chair DeYeya Jones appointed Brian Baer, Debora Bloomquist, and Ashley Smith to serve on the Building Committee.

c. MMLC Board Representative

Capital Area District Libraries is a member of the Mideastern Michigan Library Cooperative (MMLC), and as a Class 6 library with a population over 200,000, a CADL Board member has a dedicated seat on the MMLC board. Sandy Drake has served as the MMLC Board representative for the past six years, the maximum number of consecutive years permitted.

Brian Baer made a motion to appoint Quinn Clifton-O'Donnell as the next CADL Representative on the MMLC Board. Sandy Drake seconded the motion. The motion carried.

d. Bridging Michigan Grant Proposal Recommendation

It is recommended to apply for a \$2,500 *Bridging Michigan* grant from the Michigan Humanities Council to cover speaker related fees and to secure two events with author Kekla Magoon. Ms. Magoon is participating the Michigan Humanities Council *Great Michigan Reads* event on October 24, 2024, and CADL was approached regarding collaboration on two author visits while Ms. Magoon is in the area. To make the collaboration and commitment between MHC and CADL official, CADL must complete an endorsed MHS application.

Brian Baer made a motion to move forward with the *Bridging Michigan* grant application as presented. Quinn Clifton-O'Donnell seconded the motion. The motion carried.

e. Legislative Update

There were no legislative updates due to the fact that the Legislature is not in session.

f. Community Contacts, Comments and Questions

Sandy Drake attended Summer Reading Kickoff events at Haslett and Williamston. She also attended the Holt and Williamston Friends of the Library meetings and helped the Friends groups in Holt, Okemos, and Williamston with their book sales.

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

Finance

a. June 2024 Financial Report

Finance Director Miriam Mattison presented the June 2024 Financial Report.

Quinn Clifton-O'Donnell made a motion to accept the June 2024 Financial Report. Brian Baer seconded the motion. The motion carried.

b. 2024 Tax Rate Request – L-4029

Finance Director Miriam Mattison presented the 2024 Tax Rate Request – L-4029 to the Board.

Brian Baer made a motion to accept the 2024 Tax Rate Request – L-4029. Debora Bloomquist seconded the motion. The motion carried.

DIRECTOR'S REPORT

- Summer Reading is going well. In addition to programming at the branches, CADL has been present at a number of Farmers Markets, including the one at the Capitol, as well as the Celebrate Meridian Festival.
- A team from CADL participated in the July 4th Parade in Lansing. Miss Cassie was a popular member of the team with numerous children along the parade route recognizing her from storytime.
- In conjunction with CADL Cares, a team from CADL participated in the Ele's Place 5K on July 20.
- Planning for the 2024 CADL Conference continues. This annual staff in-service day will take place on Monday, November 11, and Board members are invited to attend. Dr. McConnell approved of a mid-day awards ceremony schedule.
- Technology Director Sheryl Knox has been working on issues surrounding Digital Equity and related state funding opportunities. As part of that work, CADL is supplying a letter of support for an Ingham County grant application.
- Executive Director Jenny Marr updated the Board on her schedule for the coming week.

POLICIES - No changes, for review only

- a. GOV 211 Non-District Municipality
- b. GOV 251 Aurelius Township Agreement
- c. GOV 252 Ingham Township Agreement
- d. GOV 253 Leroy Township Agreement
- e. GOV 254 City of Mason Agreement
- f. GOV 255 Foster-City of Lansing Agreement
- g. GOV 256 South Lansing-City of Lansing Agreement
- h. GOV 257 City of Williamston Agreement
- i. GOV 258 Meridian Charter Township Agreement
- j. GOV 259 Delhi Carter Township
- k. GOV 260 City of Leslie Agreement
- l. GOV 261 Stockbridge Township

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Debora Bloomquist noted her appreciation for the summer CADL Staff Picnic and asked if it was being considered again this year. She shared her observation that these kinds of events bring people together and expressed concern that they weren't happening as frequently as in the past.

Debora Bloomquist highlighted one of the community comments regarding the suggestion that CADL's mascot should be a cow.

Debora Bloomquist invited all CADL Board members to attend the Lansing School District board meeting on August 1 and support the need for libraries in Lansing schools. She asked Board members to attend the meeting and wear their CADL Board nametags.

CLOSED SESSION

Brian Baer made a motion to move into closed session to consider material exempt from disclosure pursuant to MCL 15.268(h) and MCL 15.243(1)(g). 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
Stewart – Absent

The Board moved into its closed session at 7:16 p.m.

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

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

The Board moved out of its closed session at 7:33 p.m.

ADJOURNMENT

Quinn Clifton-O'Donnell made a motion to adjourn the meeting. Brian Baer seconded the motion. The motion carried. The meeting was adjourned at 7:33 p.m.