

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
September 18, 2024

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

Members Absent:

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

Others Present:

CALL TO ORDER

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

ROLL CALL

Baer – Present
Bloomquist – Present
Drake – Present
Jones – Present
O'Donnell – Present
Smith – Present
Stewart – Present

APPROVAL OF AGENDA

Brian Baer made a motion to approve the agenda. Mark Stewart seconded the motion. The motion carried.

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

Debora Bloomquist made a motion to approve the consent agenda. Sandy Drake seconded the motion. The motion carried.

- a. Approval of Minutes August 21, 2024
This item was approved by consent.

- b. Approval of Closed Session Minutes August 21, 2024
This item was approved by consent.

- c. Approval of Special Meeting Minutes September 11, 2024
This item was approved by consent.
- d. Approval of First Closed Session Minutes September 11, 2024
This item was approved by consent.
- e. Approval of Second Closed Session Minutes September 11, 2024
This item was approved by consent.
- f. Disbursements for August 2024
This item was approved by consent.

CHAIRPERSON'S COMMENTS

Board Chair DeYeya Jones shared information regarding privileged motions.

NEW BUSINESS

General

- a. Appoint McConnell Award Committee
Board Chair DeYeya Jones appointed Sandy Drake, Quinn O'Donnell, and Mark Stewart to serve as the McConnell Award Committee for 2024.

- b. October Board Meeting Date Recommendation
The annual Michigan Library Association conference and a CADL author event conflict with the original dates of the Committee of the Whole and Board meetings respectively.

It is recommended to combine the Committee of the Whole and Board meetings into one meeting for the month of October, and for that meeting to take place on Wednesday, October 30, 2024.

Sandy Drake made a motion to approve the recommendation as presented. Mark Stewart seconded the motion. The motion carried.

- c. Legislative Update
The Legislature is not meeting much leading up to the November 5 election; however, if the election leads to a change in party control, a lot may happen between the time of the election and when new legislators assume office. That type of turnover could impact items relevant to libraries.

Executive Director Jenny Marr will be involved in panel sessions related to legislative issues at two upcoming conferences.

- d. Community Contacts, Comments and Questions
Sandy Drake attended the Lansing and Haslett Friends of the Library meetings as well as her final MMLC Board meeting. She helped the Leslie Friends group with the free book table during the Leslie Fall Festival and attended CADL's Smokey Bear 80th Birthday Party at Harris Nature Center.

Quinn O'Donnell was sworn in as the new CADL Representative to the MMLC Board at their meeting in September.

The next CADL Friends meeting will take place on Monday, October 14 from 6 to 8 pm at the Okemos Library. Board members are invited to attend.

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

Finance

a. August 2024 Financial Report

There were no changes to the August 2024 Financial Report which was presented at the Committee of the Whole meeting on September 11.

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

b. Delivery Disposal Recommendation

CADL has an old delivery vehicle that is a 2006 Ford/Morgan Olson box truck with a V10 engine and only 119,989 miles. However, prolonged periods of inactivity have caused significant underbody deterioration and some engine and exhaust issues.

It is recommended to sell this vehicle through an auction with a reserve bid of \$500. If the vehicle does not attract interest, it is recommended to scrap it through Padnos Recycling.

Brian Baer made a motion to approve the delivery disposal recommendation. Quinn O'Donnell seconded the motion. The motion carried.

c. Computer Donation Recommendation

It is recommended to donate four retired patron desktop computers to the Women's Center of Greater Lansing. The computers are currently selling on the CADL surplus store, and the Women's Center of Greater Lansing would use them to support their organization's counseling services.

Quinn O'Donnell made a motion to approve the computer donation recommendation. Sandy Drake seconded the motion. The motion carried.

DIRECTOR'S REPORT

- CADL is being awarded a \$25,000 LSTA grant through the Library of Michigan which will be used by Local History to support the digitization of the Stebbins Real Estate collection "Standard Card Files." CADL Local History is also being awarded grant funding for a paid student intern through an extremely competitive Community Engagement Scholarship program with the MSU Office of the President.
- The Smokey Bear Reading Challenge is running from September 16 through October 31. The program is run through Beanstack; participants log reading and earn prizes.

- The format of CADL's Book Bound Podcast has been revamped. CADL's three Collection Development Specialists host the podcast, and their newest episode is a fun conversation about books for back to school.
- September is library card sign up month. CADL is using this as a way to launch their presence with local schools and get students signed up for SSI cards. We hope to see a lot of new participation.
- A vaccination clinic for CADL staff is being offered in October. Over forty staff members have signed up to participate.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

There were no public, staff or board member comments.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 5:46 p.m.