

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, August 20, 2018, at 4:00 p.m. at the Muskegon Area District Library, 4845 airline Road, Muskegon. Staff present: K. Richards, B. Hall, A. Varela, J. Roseberry, A. Susalla, A. Sorrell and S. Mahoney. M. Anderson, Legal Counsel was present. Members of the public in attendance: Barbara Reynolds, Friends of the Walker Branch Library.

D. Hughes called the meeting to order at 4:00 p.m.

ROLL CALL:

Present: Scolnik, Hughes, Holter, Muncie, King, Sims*, Hernandez

Excused: None

Approval of Agenda

Motion by Hernandez, Second by Holter

That the Agenda be approved as presented.

Motion Carried

Public Comment

D. Hughes noted the absence of Darnell Gundy-Reed and welcomed Barbara Reynolds, Friends of the Walker Branch Library.

Board Development

M. Anderson distributed an informative sheet on the formation of MADL and the Board of Trustees.

Consent Agenda

Motion by Muncie, Second by Scolnik

That the Consent Agenda Items 6a. through 6.c. be approved as presented.

Motion Carried

*K. Sims arrived at 4:08 p.m.

Vouchers

B. Hall said that she would like to move forward with investments with Fifth Third Bank and distributed a proposal to the Board. She said the proposal was put together abiding by MADL's investment policy. She also indicated MADL will probably go to pieces of the proposal and not each option listed.

Motion by Holter, Second by Sims

That the MADL Board approves the recommended investment strategies with Fifth Third Bank.

ROLL CALL

Ayes: King, Holter, Scolnik, Hernandez, Hughes, Sims, Muncie

Nays: None

Motion Carried

Motion by Holter, Second by Hernandez

That the Vouchers for July 2018 be approved as presented.

Motion Carried

Committee Reports

Personnel

J. King reported the Personnel Committee met on August 7, 2018 and the minutes were distributed to the Board. The Committee discussed the plan for staff changes, the RFPs for Storyville and a timeline for the Director evaluation. He also said the Committee and Board Chair met and agreed on the addendum to the Director contract which will be brought to the Board next month.

Finance

J. Hernandez indicated the Committee looked at the preliminary documents for the budget process.

There was no Storyville Committee meeting but D. Hughes said the RFPs for the Storyville Construction and Project Management were reviewed by the Finance Committee.

Reports

K. Richards said that he would like to start inviting local VIPs to MADL programs to introduce the program which would be a great way for MADL to form partnerships and to inform the Community of all the great programs MADL provides.

B. Hall indicated the banking switch to Fifth Third is in motion and that after just 4 days a sizeable amount of interest income has been collected.

K. Richards said Kevin Wisnieski has been hired as the new IT Manager and will start at the end of August.

Anita Varela reported the Fall newsletter is being printed now. She noted that it is MADL's 80th anniversary this year and she is working on some promotional material for that.

B. Scolnik asked about the drop in circulation figures. K. Richards said it is a nationwide trend for a decrease in book circulation. MADL is working to add to their electronic resources which would boost circulation. It was reported that some resources were being missed on the circulation report.

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Motion by Holter, Second by Sims

That the MADL Board approves the recommended investment strategies with Fifth Third Bank.

ROLL CALL

Ayes: King, Holter, Scolnik, Hernandez, Hughes, Sims, Muncie

Nays: None

Motion Carried

Old Business

K. Richards said that MADL did not receive the Senior Millage grant.

The RFPs for the Storyville project were reviewed and discussed.

Motion by King, Second by Sims

THAT THE MADL BOARD APPROVES THE Request for Proposal for a General Contractor to provide renovation oversight for the construction of Storyville literacy villages for the Norton Shores, Montague and Muskegon Heights Branch libraries and also a Request for Proposal for an Exhibit Fabricator and Installer, Associated with Literacy Village Construction for the Storyville Literacy Villages for the Norton Shores, Montague, and Muskegon Heights Branch libraries.

ROLL CALL

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Motion by Holter, Second by Sims

That the MADL Board approves the recommended investment strategies with Fifth Third Bank.

ROLL CALL

Ayes: King, Holter, Scolnik, Hernandez, Hughes, Sims, Muncie

Nays: None

Motion Carried