

Muskegon Area District Library

A meeting of the Muskegon Area District Library Board was held on Wednesday, January 22, 2018 at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon.

Staff present: B. Hall, S. Enders, A. Sorrell, A. Varela, J. Baisden and J. Wonders. Mark Anderson, Legal Counsel was present. Members of the public in attendance: Darnell Gundy-Reed and Barbara Reynolds.

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

D. Hughes introduced John Holter, Egelston Township Supervisor, to the Board. He is the new representative for Region 5 Egelston Township. M. Anderson administered the Oath of Office. New board member J. Holter was welcomed by the Board.

ROLL CALL

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

Excused: None

Election of Officers

M. Anderson called for nominations for Chair of the MADL Board. He indicated that existing officers are all eligible to participate.

Motion by King, Second by Holter

That Doug Hughes is nominated to serve as Chair of the MADL Board for a one-year term. That nominations close and a unanimous ballot cast for Doug Hughes as Chair of the MADL Board.

Motion Carried

It was noted that D. Hughes is currently the longest serving MADL Board member.

Motion by Hughes, Second by King

That Bob Scolnik is nominated to serve as Vice-Chair of the MADL Board for a one-year term. That nominations close and a unanimous ballot cast for Bob Scolnik as Vice-Chair of the MADL Board.

Motion Carried

Motion by Hughes, Second by Holter

That Jennifer Hernandez is nominated to serve as Treasurer of the MADL Board for a one-year term. That nominations close and a unanimous ballot cast for Jennifer Hernandez as Treasurer of the MADL Board.

Motion Carried

Motion by Hughes, Second by King

That John Holter is nominated to serve as Secretary of the MADL Board for a one-year term. That nominations close and a unanimous ballot cast for John Holter as Secretary of the MADL Board.

Motion Carried

*K. Sims arrived at 4:14 p.m.

Approval of Agenda

D. Hughes called for approval of the revised Agenda.

Motion by Holter, Second by Hernandez

That the revised Agenda be approved as presented.

Motion Carried

Public Comment

None

MADL Board Development

M. Anderson distributed an information sheet on the Lakeland Library Cooperative. There are several cooperatives around the state and they help libraries share resources. MADL has a permanent seat on the Lakeland Library Cooperative Board. The largest resource is the online catalog which allows for all libraries in west Michigan to interloan books and materials for their patrons.

Consent Agenda

Motion by Hernandez, Second by Sims

That the Consent Agenda Items 8a. through 8c. be approved as presented.

Motion Carried

Approval of Vouchers

B. Scolnik questioned the fiber network costs through Comcast.

Motion by Sims, Second by Holter

That the Vouchers for December 2017 be approved for payment.

ROLL CALL

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

Nays: None

Motion Carried

Committee Reports

Personnel: J. King reported the Committee met recently and Director Richards said that in 2018, MADL will audit benefit plans, wage scales, and staffing for the entire system and a strategy will be developed for

staffing. J. King also indicated this will include MERS DB and DC plans. The Committee also discussed the Director's contract. J. King reminded the Board that at the last meeting the Director was given a positive evaluation. J. King would like to meet with D. Hughes to review contract details.

Finance

D. Hughes said the Committee met and reviewed the Director's contract and other issues as indicated in the minutes.

Storyville

D. Hughes reported that Quinn Evans architects are working on a revision for the design of the Muskegon Heights Branch Storyville. The Storyville Committee also discussed naming opportunities for donors. D. Hughes also reported that a donation of \$15,000 was received for the Montague Branch.

Old Business

B. Hall reported that Carol Dawe has been hired as the new Lakeland Library Cooperative Director and will begin on February 1, 2018. D. Hughes asked if MADL could ask her to come to a MADL Board meeting in the future.

Anita Varela spoke on the Library for the Visually and Physically Disabled and indicated the project is 90% complete. She said they are currently waiting on final inspections for electrical, mechanical and HVAC. MADL staff will then install the computers, equipment, books and materials. A. Varela said that they are working towards an opening date of April 10, 2018. It was noted that the LVPD serves over 500 patrons in Muskegon and Ottawa Counties.

B. Hall said there will be a meeting of the MADL Foundation Committee tomorrow afternoon.

Al Sorrell reported there will be a presentation of the security audit results for the Finance Committee and as well an overview of the overall technology assessment results in February.

J. Baisden said she will be attending a meeting this week at Senior Resources to discuss gaps in older adult services that exist within Muskegon County.

D. Hughes said the Director Evaluation will be deferred to the February meeting.

The Chair called for volunteers to serve on MADL Board Committees. Volunteers are as follows:

Personnel: Jeff King and John Holter

Finance: Jennifer Hernandez, Doug Hughes, Bob Scolnik

Storyville: Doug Hughes and Bob Scolnik

D. Hughes concluded that the Library Services and Community Relations Committee is no longer necessary.

New Business

Motion by Scolnik, Second by Holter

That the MADL Board approves the audit engagement letter from Brickley DeLong and that the Chair will execute the agreement.

ROLL CALL

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

Nays: None

Motion Carried

Public Comment

D. Gundy-Reed gave the Board information on the Friends of Michigan Libraries and suggested several ways for Board members to receive information on Friends groups. She stated that Friends groups are a wonderful support for a Library.

Board Comment

D. Hughes said he will be on vacation the last two weeks of February.

Adjournment

Motion by Hernandez, Second by Holter

That the MADL Board meeting adjourns at 5:03 p.m.

Motion Carried

Reviewed and Approved by

John Holter, Secretary