

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, October 21, 2019, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: J. Anderson, B. Hall, K. Richards, A. Susalla, A. Varela, K. Wisniewski. M. Anderson, Legal Counsel was also present.

D. Hughes called the meeting to order at 4:03 p.m.

ROLL CALL

Present: Hughes, Hodges, King, Muncie, Scolnik

Excused: Holter, Sims

Approval of Agenda

Motion by Hodges, Second by King

That the MADL Board approves the Agenda as presented.

Motion Carried

Public Comment

None

MADL Board Development

None

Consent Agenda

Motion by Hodges, Second by Muncie

That the MADL Board approves the Consent Agenda items 6.a. through 6.c.

Motion Carried

Vouchers

Motion by Hodges, Second by Muncie

That the Vouchers for September 2019 be approved as presented.

ROLL CALL

Ayes: Hodges, King, Hughes, Scolnik, Muncie

Nays: None

Motion Carried

Committee Reports

Per D. Hughes, the Finance Committee met prior to Board Meeting and will present recommendations for the Bookmobile and Norton Shores carpet replacement.

Reports

K. Richards stated that A. Varela and K. Blackledge have been busy with Storyville preparations and installation process. Per his report, MADL anticipated 8,000 new library card registrations, and we are currently at 6,700 (less Montague, Whitehall and school visits), so the signup number will be higher. J. Roseberry accepted a position as Director of Fremont Area District Library, and MADL is interviewing Branch Operations Manager candidates.

B. Hall sent out Branch Expenditure Reports to municipalities with libraries.

A. Varela discussed National Friends of the Libraries Week (October 20-26, 2019) and expressed gratitude to MADL Friends groups.

A. Susalla stated that distributing school district library cards is a current focus.

Old Business

K. Wisniewski discussed working with Lakeland Library Cooperative in preparation for moving ILS to the cloud next week.

K. Richards shared that Storyville exhibits are being installed at Montague, Muskegon Heights and Norton Shores and indicated a slideshow of recent progress. He was impressed with the size and colors as they stand out in the branches. Board Members are invited to stop by to see in person. Details regarding Grand Opening event will follow.

K. Richards discussed upgrading the carpet in Norton Shores branch, especially the children's area as it will not coincide with the Storyville Villages. D. Hughes said the Finance Committee discussed an \$18,000 estimate for carpeting the children's area (including moving books, shelving, furniture, etc.).

Motion by King, Second by Scolnik

That the MADL Board approves the purchase of carpet and installation for Norton Shores branch per Library Design Associates' bid in the amount of \$92,000 (\$18,000 of which for children's area).

ROLL CALL

Ayes: Scolnik, Hughes, Muncie, King, Hodges

Nays: None

Motion Carried

D. Hughes stated the Finance Committee recommends that the Board approve the Bookmobile proposal from Matthews Specialty Vehicles. K. Richards shared that patrons have expressed interest in Bookmobile services. A canopy would be available for outside use, as well as mobile shelving. J. King expressed concern regarding rust during winter, and K. Wisniewski stated a preventative coating could be added to area (e.g. motorized step).

K. Wisniewski stated that the production process takes approximately 9-11 months from the bid acceptance date.

Motion by Hodges, Second by Scolnik

That the MADL Board accepts Matthews Specialty Vehicles' bid in the amount of \$271,279 to develop the Bookmobile pending confirmation of its aluminum construction.

ROLL CALL

Ayes: Hughes, Hodges, King, Muncie, Scolnik

Nays: None

Motion Carried

K. Richards stated that Muskegon Charter Township approved relocating the library branch, and J. Hodges confirmed the Board's excitement.

B. Hall, K. Richards and M. Anderson will meet regarding lease and intergovernmental agreement to present information at next Board Meeting.

New Business

In regards to MADL's October 14th In-Service, J. King presented "Stop the Bleed" training certificates from White Lake Ambulance Authority. D. Muncie received a certificate for her participation.

On behalf of J. Wonders, J. King distributed Director Performance Evaluation packets to be returned by November's Board Meeting.

Public Comment

None

Board Comment

None

Adjournment

Motion by Hodges, Second by Muncie

That the MADL Board adjourns at 5:00 p.m.

Motion Carried

Reviewed and Approved By

John Holter, Secretary