

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, January 24, 2022, at 4:00 p.m. at the Muskegon Area District Library, 4845 Airline Road, Muskegon. Staff present: B. Hall, M. Chandler, S. Rinsema-Sybenga, N. Schaner, A. Susalla, A. Varela and K. Wisniewski. Also present, M. Anderson, Legal Counsel.

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

### ROLL CALL

Present: Aerts, Barnes, Cruz, Hughes, Scolnik, Hodges, Arter

Excused: Mansfield

### Welcome and Swearing-In New Board Member: Fawn Cruz

M. Anderson performed the swearing in for Fawn Cruz and she signed the Oath of Office.

### Strategic Plan – Presentation by Stu Wilson of Library Strategies

#### **Motion by Barnes, Second by Hodges**

**That the presentation portion of item 10 a. be moved to item 4 of the agenda.**

#### **Motion Carried**

Stu Wilson joined via Zoom to present the information in the updated 2022-2024 Strategic Plan. S. Wilson stated that this is an update of MADL's current Strategic Plan and that there was no change to the mission, vision, value statement. He complimented MADL on how many of the extensive goals of the previous Strategic Plan have already been accomplished. He highlighted that there were new demographics than the last time they completed MADL's Strategic Plan. The project included both community and staff surveys and focus groups. He reviewed the three goals for the 2022-2024 Strategic Plan; Goal 1: Expand access and awareness to library resources and materials; Goal 2: Update programs, resources, and spaces; and Goal 3: Support equity, diversity and inclusion.

### Election of Officers

M. Anderson took nominations for Chair of the MADL Board.

#### **Motion by Barnes, Second by Hodges**

**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**

D. Hughes took nominations for Vice Chair, Treasurer and Secretary of the MADL Board.

#### **Motion by Barnes, Second by Hodges**

**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 Barnes, Second by Aerts**

**That Jennifer Hodges 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 Hodges as Treasurer of the MADL Board.**

**Motion Carried**

**Motion by Hodges, Second by Barnes**

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

**Motion Carried**

Approval of Agenda

**Motion by Barnes, Second by Aerts**

**That the amended agenda be approved with the presentation portion of 10 a. being moved to item 4 of the agenda.**

**Motion Carried**

Board Development

None.

Consent Agenda

**Motion by Hodges, Second by Barnes**

**That the MADL Board approves the Consent Agenda Items 5.a. through 5.c.**

**Motion Carried**

Vouchers

**Motion by Hodges, Second by Aerts**

**That the MADL Board approves the vouchers for December 2021.**

**ROLL CALL**

**AYES: Aerts, Barnes, Cruz, Hughes, Scolnik, Hodges, Arter**

**NAYS: None**

**Motion Carried**

Committee Reports

Personnel Committee – Minutes from January 14, 2022, were reviewed by the Board, which included discussion of the Juneteenth holiday as well as staffing updates. T. Barnes mentioned that the Personnel Committee Minutes need correction as the minutes currently state that both Jeanette & Tony supported the motion to approve Juneteenth as a MADL paid holiday in addition to the current holiday listing. The correction is that Tony made the motion and Jeanette supported the motion.

**Motion by Hodges, Second by Barnes**

**That the MADL Board approves the January 14, 2022 Personnel Committee Minutes with the noted correction.**

**Motion Carried**

## Reports/Questions

S. Rinsema-Sybenga reported that MADL has been awarded a \$10,000 grant through American Library Association (ALA) for the Muskegon oral history and human library program.

## Old Business

Strategic Plan –

### **Motion by Hodges, Second by Arter**

**That the MADL Board approves the 2022-2024 Strategic Plan as presented.**

### **ROLL CALL**

**AYES: Aerts, Barnes, Cruz, Hughes, Scolnik, Hodges, Arter**

**NAYS: None**

### **Motion Carried**

Branch Improvements – K. Wisniewski reported that the Egelston project is 99% complete with one last missing item (shelves for one unit). The Holton remodel project starting date is estimated for the 1<sup>st</sup> or 2<sup>nd</sup> week of February as the carpet is already on order and the custom desk is on back-order. D. Hughes mentioned that the Ravenna Storyville project is underway. MADL is hoping to have a draft design soon. J. Hodges suggested the MADL create an incentive program for patrons to visit each Storyville. L. Aerts inquired about the low December stats for the Muskegon Heights Storyville. S. Rinsema-Sybenga responded that stats are low due to COVID-19 and MADL is currently working on partnerships to hopefully make those stats trend upward. T. Barnes questioned if the Dalton Branch will be getting new carpet. K. Wisniewski responded that carpet is not part of the plan. The plan for Dalton’s remodel project includes new furniture and soft seating.

MADL Laketon Library Satellite Remodel Proposal – K. Wisniewski explained that the paint, carpet and fabric colors have been selected and the carpet is on order with an estimated delivery time-frame in March.

Director Search – M. Chandler stated that the Library Director posting is still active and scheduled to be up through the 1<sup>st</sup> week of February. We should have an update on the search progress by the next Board meeting.

Juneteenth Holiday – T. Barnes explained that Juneteenth is a holiday celebrated on June 19 to commemorate the emancipation of enslaved people in the U.S. After much discussion, the consensus is that the Board values and supports the holiday. However, there were different opinions on how recognizing the holiday as a paid day off might impact the organization financially and program-wise. The Board would like to recognize the holiday by means of education, outreach and patron programming as opposed to making this a MADL holiday and closing to the community on that day.

### **Motion by Aerts, Second by Barnes**

**That the MADL Board adopt Juneteenth as an additional paid holiday.**

### **ROLL CALL**

**AYES: Aerts, Barnes, Cruz**

**NAYS: Hughes, Scolnik, Hodges, Arter**

### **Motion Failed**

## New Business

MADL Board Committee Appointments – D. Hughes reviewed current members of the committees:

Finance – Hughes, Scolnik and Hodges; Personnel – Barnes, Mansfield and Taylor. D. Hughes invited the Board to make remarks about if they’d like to stay on the committees or not. B. Scolnik appointed D. Hughes to the

Finance Committee and D. Hughes appointed Scolnik and Hodges to the Finance Committee and Barnes, Mansfield and Cruz to the Personnel Committee.

Audit Engagement Letter from Brickley DeLong –

**Motion by Hodges, Second by Barnes**

**That the Audit Engagement Letter from Brickley DeLong be approved and that the Board Chair has authorization to sign the contract.**

**ROLL CALL**

**AYES: Aerts, Barnes, Cruz, Hughes, Scolnik, Hodges, Arter**

**NAYS: None**

**Motion Carried**

**Public Comment**

None.

**Board Comment**

B. Scolnik inquired about the delinquent property tax budget line. B. Hall responded that the figure for property taxes includes four different budget lines.

F. Cruz introduced herself including her previous military experience and current HR career. She expressed her excitement to be a part of the MADL Board.

**Adjournment**

**Motion by Barnes, Second by Cruz**

**That the MADL Board meeting adjourns at 5:10 p.m.**

**Motion Carried**

**Reviewed and Approved by Kim Arter, Secretary.**