

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, March 20, 2023 at 4:00 p.m. at the Muskegon Area District Library – Ravenna Branch, 12278 Stafford Street, Ravenna, MI 49451. Staff present: G. Braspeninx, M. Chandler, N. Schaner, R. Suszek, and K. Wisniewski. Also present, M. Anderson, Legal Counsel. Members of the public in attendance: Rita Miller and Maryde Housler of the Ravenna Branch Friends Group.

B. Scolnik called the meeting to order at 4:01 p.m.

### ROLL CALL

Present: Scolnik, Aerts, Root, Richards, Vanaelst, Hodges, \*Cruz\* arrived at 4:03 p.m.

Excused: Hughes

### Approval of Agenda

#### **Motion by Hodges, Second by Richards**

**That the agenda be approved as presented.**

**Motion Carried**

### Board Development

Ravenna Branch Remodel & Current Events Presentation – Gina Braspeninx reviewed current statistics of the Ravenna Branch which included 31,000 circulated materials, 17,000 visitors, and 30 participants for Storytime (previously only 3-5 patrons attended Storytime). She shared that there has been lots of positive feedback regarding the Storyville village and branch remodel. She also introduced the Ravenna Friends members in attendance, Rita Miller and Maryde Housler, and thanked them for their continued support.

### Consent Agenda

#### **Motion by Hodges, Second by Aerts**

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

**Motion Carried**

Review of agenda item 5.b. Branch Activity and Circulation Reports lead into discussion about the amount of activity that is happening within MADL and the opportunity for further growth including the possibility of additional Storyville villages. R. Suszek clarified that the villages receive daily cleaning as well as weekly deep cleaning with special products that won't destroy the finishes. Currently, the manufacturer repairs the villages when necessary since they are covered under warranty. However, as the warranties expire, the maintenance and repair expenses will be MADL's responsibility. It is uncertain what the projected costs will be at this time, but the Board will be informed as the process develops and before decisions are made.

### Vouchers

#### **Motion by Richards, Second by Root**

**That the MADL Board approves the vouchers for February 2023.**

### ROLL CALL

**AYES: Hodges, Aerts, Richards, Root, Cruz, Vanaelst, Scolnik**

**NAYS: None**

**Motion Carried**

### Committee Reports

None.

## Reports/Questions

M. Chandler emphasized that she is working on making sure that branches are fully staffed by filling the open Floating Library Assistant I position(s) in preparation for Summer Reading.

R. Suszek invited the Board to participate in MADL's implicit bias training led by Vanthony McMullan from Muskegon Community College on April 17 at the LVPD Branch. He stated that MADL is collaborating with Hackley Public Library and White Lake Community Library to host our own shared catalog system separate from the Lakeland Library Cooperative (LLC) which will provide cost savings for MADL. Even with this change, MADL will still have access to LLC's catalog for inter library loaning. He also reported that MADL has completed the Family Place Libraries certification at the Egelston Branch. The certification recognizes MADL and its efforts to develop a family-centered approach to library services. He also explained that diversity audits of all our branch collections are currently underway and work is being done to address any deficiencies that are discovered through the process.

## Old Business

Branch Improvements, Dalton – R. Suszek informed the Board that some of the furniture has been delivered. K. Wisniewski reiterated that the chairs, tables, and computer desks have been installed. The second half of the furniture, including soft seating, is yet to be delivered.

Strategic Plan – R. Suszek explained that DEI training will take place at the April all staff in-service event.

Marketing Study, Rebranding and New Logo – Don Kalisz facilitated group conversation on 2/28/23 to help identify who, what, how, why here, why not here, barriers, ideas, goals and a research plan. The next steps developed from this meeting are already in progress, including scheduling phone interviews and three (3) focus groups: stakeholders, local officials, and a general group.

## New Business

Annual Report – R. Suszek presented a draft of the 2022 Annual Report. B. Scolnik commended the Marketing Manager (J. Endres) for her marketing efforts as the report looks great!

Foster & Swift Library Attorney Engagement Letter – R. Suszek explained that attorney, Anne Seuryneck, is an expert on library millages. MADL has engaged Foster & Swift to begin planning the campaign for the next millage. MADL will continue to utilize attorney Mark Anderson for all other legal services.

### **Motion by Root, Second by Aerts**

**That MADL accepts the Engagement Letter and enter into agreement with Foster & Swift for legal services.**

### **ROLL CALL**

**AYES: Hodges, Cruz, Richards, Scolnik, Root, Aerts, Vanaelst**

**NAYS: None**

**Motion Carried**

## Public Comment

None.

## Board Comment

L. Aerts thanked the Ravenna Friends for attending the Board meeting.

K. Richards complimented Pam Knight at Muskegon Township and Christina Le Vey-Rowland at Montague for their participation with the Orchard View March is Reading Month (MIRM) Kick Off Party. The prize wheel was a huge hit and a great way to engage with several hundred people.

## Adjournment

B. Scolnik adjourned the meeting at 4:41 p.m.

Reviewed and Approved by Fawn Cruz, Secretary.