

## Muskegon Area District Library

A meeting of the Muskegon Area District Library Board was held on Monday, February 18, 2019, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: K. Richards, B. Hall, K. Wisniewski, A. Varela, J. Roseberry, A. Susalla, J. Wonders and J. Anderson. 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.

### ROLL CALL

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

Excused: Sims

### 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 Holter, Second by Scolnik**

**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 Holter, Second by Hernandez**

**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 Hernandez, Second by Muncie**

**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**

#### **Motion by Holter, Second by Hughes**

**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**

Approval of Agenda

D. Hughes amended the Agenda by asking that Item 10.b. be an Action item.

**Motion by Holter, Second by Hernandez**

**That the revised Agenda be approved as amended.**

**Motion Carried**

Public Comment

Barb Reynolds invited the MADL Board to help stuff Easter eggs for their annual Easter Egg Hunt at the Walker North Muskegon branch library on March 18, 2019. The North Muskegon Lions Club helps sponsor this program which will be held April 13, 2019.

MADL Board Development

M. Anderson distributed an information sheet on Officers and Committees which highlighted basic facts regarding the District Library Agreement and MADL Board.

Consent Agenda

**Motion by Holter, Second by Hernandez**

**That the Consent Agenda Items 7a through 7c. be approved as presented.**

**Motion Carried**

Vouchers

**Motion by Holter, Second by Scolnik**

**That the MADL Board approves the Vouchers for December 2018 and January 2019 as presented.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

Committee Reports

Personnel

None

Finance

Minutes of the Finance Committee were in the Board packet for their review.

### Storyville

D. Hughes said the Storyville and Finance Committee met on February 12<sup>th</sup> and there are action items later in this Agenda for Storyville. Copies of the schematic design were distributed and D. Hughes will make sure the municipalities involved will receive a copy.

### Reports

B. Hall said that Marv Rosenberg has donated \$5,000 to the Montague Branch Library for purchases to be made in memory of his wife, Phyllis. To date a television has been installed for library patrons which will highlight MADL's services. A memorial plaque will be attached to the equipment.

K. Wisniewski talked about mobile hot spots that he hopes to have in place in March. Mobile hotspots provide internet for those who do not have it and/or cannot afford it. Mobile hotspots can also be taken on vacation by MADL patrons. The checkout time will be three weeks. There are many areas in Muskegon County that do not have internet access. MADL plans to purchase 20 mobile hot spots.

Anita Varela told the board about the special performance coming up at the Norton Shores and North Muskegon Branches for Black History Month. Jordan Hamilton, a classically trained cellist will perform on Thursday, February 21, 2019. A. Varela also shared samples of the new donation envelope for MADL. These donation envelopes have been placed with area funeral homes as well as the branch libraries.

### Old Business

Since 2015, MADL has been in a contract with Comcast for the fiber network and during this time, internet speeds have increased and costs have come down. Currently each branch has 20 mgs and now each will go to 100 mgs. The cost is a minimal \$200 per month with USF reimbursements for all MADL branches and M. Anderson, Legal Counsel, has reviewed the contract.

#### **Motion by Holter, Second by Hernandez**

**That the MADL Board approves the contract with Comcast after approval from Legal Counsel.**

#### **ROLL CALL**

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

**Nays: None**

**Motion Carried**

K. Richards said the Storyville/Finance Committees went through the responses to MADL's RFP for Storyville General Contracting. Two companies responded: Sidock Group and Library Design Associates. The Committees concurred that Library Design Associates has the most experience and their price came in lower than Sidock Group. Their library experience will be very helpful with the Storyville project.

#### **Motion by Holter, Second by King**

**That the MADL Board enters into a contract with Library Design for Renovation Contractor, associated with Storyville Literacy Village Construction. The work is not to exceed \$75,000 without approval of the Board for unexpected contingencies.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

**New Business**

MADL would like to once again help the Muskegon Woman's Club with their annual program ***Green Eggs and Ham***.

**Motion by Holter, Second by Hernandez**

**That the MADL Board supports the Muskegon Woman's Club by donating thirty (30) Dr. Seuss books and purchasing \$150 in tickets for MADL patrons for the annual *Green Eggs and Ham* Program.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

D. Hughes made the following appointments to MADL Board Committees:

Personnel: Jeff King and John Holter

Finance: Doug Hughes and Jennifer Hernandez

Storyville: Doug Hughes and Bob Scolnik

**Public Comment**

None

**Board Comment**

J. King asked about fees for residents in Oceana County who would like to use the Montague Library. A portion of Oceana County residents go to school in the Montague School District. K. Richards will look into this matter and bring it back to the Board.

B. Scolnik asked about the Storyville cost sheet which indicates estimated and actual costs for the project. He also asked K. Richards to make a presentation to the County Board.

K. Richards said he is working closely with White Lake, Hackley and Fruitport Libraries to write an LSTA Early Literacy grant. The grant has received preliminary approval.

D. Hughes stated he attended a meeting a couple weeks ago Lakeshore University of Michigan Alumni Club that reminded him of the importance of our jobs. Representatives were there from U of M, Read Muskegon, and many others in the area. Statistics show there are still 30,000 illiterate people in Muskegon County and

core community scores are next to the bottom in the whole state. MADL plays a role along with other agencies to address these literacy concerns.

Adjournment

Motion by Scolnik, Second by Holter

That the MADL Board adjourns at 4:56 p.m.

Motion Carried

Reviewed and Approved by

John Holter, Secretary