

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, May 16, 2022, at 4:00 p.m. at the Muskegon Area District Library, 4845 Airline Road, Muskegon. Staff present: B. Hall, M. Chandler, M. Higginbottom-Johnson, C. Le Vey-Rowland, S. Rinsema-Sybenga, N. Schaner, A. Susalla, A. Varela and K. Wisniewski. Also present, M. Anderson, Legal Counsel. Members of the public in attendance: Karen Fowler of Dalton Township and incoming MADL Director, R. Suszek, via Zoom teleconference.

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

### ROLL CALL

Present: Aerts, Richards, Scolnik, Hodges, Hughes, Cruz, Arter  
Excused: Mansfield

### Approval of Agenda

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

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

**Motion Carried**

### Board Development

None.

### Consent Agenda

#### **Motion by Aerts, Second by Arter**

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

**Motion Carried**

### Vouchers

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

**That the MADL Board approves the vouchers for April 2022.**

### **ROLL CALL**

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

**NAYS: None**

**Motion Carried**

### Committee Reports

Finance Committee – Minutes from April 12, 2022, were reviewed by the Board, which included review of the 2021 OPEB Rollover Report and discussion regarding salary and benefits for the Director position.

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

**That the MADL Board approves the April 12, 2022, Finance Committee Minutes as presented.**

**Motion Carried**

Personnel Committee – No meetings were scheduled for April 2022. Currently, F. Cruz and J. Mansfield serve on the committee which is one member short. D. Hughes appointed K. Richards to fill the vacant position on the Personnel Committee.

## Reports/Questions

L. Aerts and B. Scolnik inquired about the Sencourse item on the Voucher Report and how it works?

K. Wisniewski responded that the software counts the number of patrons that walk through the doors. The software has the capability to track whether a person is an adult or child. Currently, MADL only sees the need to track the total headcount.

K. Wisniewski was also excited to report that Technology Specialist, T. Rhodes, wore a shark costume in a MADL video to help promote MADL's Summer Reading Program. The video can be found on MADL's you tube channel.

D. Hughes noted the number of Bookmobile stops and Storyville visits for the month of April were impressive.

M. Higginbottom-Johnson replied that the Bookmobile received 149 new registrations/library cards due to the Bookmobile's presence in the community.

J. Hodges questioned if there were any updates from the video game theft incident from last month?

M. Higginbottom-Johnson responded that there aren't any updates as the situation remains with the prosecutor's office at this time. MADL still plans to press charges when the prosecutor reviews the case.

M. Chandler introduced MADL's new Youth Services Librarian, Christina Le Vey-Rowland, who comes to us from Loutit District Library. C. Le Vey-Rowland expressed her excitement to be working in the Muskegon community.

L. Aerts asked what the difference is between the language learning programs, Pronunciator and Mango?

A. Susalla replied that there are no major differences in navigating the software platforms, both are easy to use and teach similar information. The current usage doesn't justify switching from Pronunciator to Mango; MADL isn't sure that the usage would go up enough to cover the cost difference at this time.

## Old Business

Branch Improvements – K. Wisniewski reported that the Holton renovation has been completed. The renovation included removing a wall, drywall repairs, paint, carpet, shelving, and furniture. The last remaining items consist of a television, outdoor signs, and back-ordered chairs.

MADL Laketon Library Branch – K. Wisniewski reiterated that the shelving units were moved into the space last month and the carpet was installed. There are a few back-ordered pieces required before the shelving can be installed. The books, shelving and computers are currently being stored on-site to help the process move quickly when the back-ordered pieces arrive.

Ravenna Storyville – K. Wisniewski met with Library Design to review carpet options, paint colors, shelving options which include utilizing current shelving with some new metal shelving. The goal is to have the renovation completed around the same timeframe as the Storyville installation in an effort to close the branch for the least amount of time as possible.

Strategic Plan – B. Hall explained the implementation part of the Strategic Plan is in progress but is also waiting for input from the new Director. MADL will continue to report on the progress as strategies and goals are reached.

K. Richards asked what the remodel plans for the Dalton Branch Library were? K. Wisniewski replied that the carpet and paint are a more recent update, therefore the plan is to update the furniture and add soft seating. MADL has received one quote from Demco, however, we are waiting for our new Director for guidance on which other quotes should be requested before making final decisions. The quotes will go to the full board for final approval before the project moves forward.

New Director – D. Hughes introduced MADL's new Director, Ron Suszek. R. Suszek expressed his excitement and mentioned that he is ready to hit the ground running. The plan is for him to start at MADL on June 20<sup>th</sup>. He will be leaving San Antonio after Memorial Day to move and settle in Michigan before he begins at MADL.

D. Hughes, Board Chair, would like to meet with him before his start date.

New Business

Board Information Sheet – B. Hall asked that the Board send any necessary corrections her way.

MAACC Information – B. Hall explained that the MAACC information was provided last month after the Board inquired about what the membership entails. D. Hughes suggested that when R. Suszek arrives, he should meet with an MAACC representative and complete a presentation regarding the benefits of the membership.

According to the MAACC:

“The Muskegon Area Arts and Culture Coalition (MAACC) is comprised of local arts and culture leaders working together to promote and celebrate the county’s dynamic arts and culture community. Collectively, the coalition employs hundreds of residents, generates millions of dollars of annual economic activity, and acts as a catalyst for attraction and retention. Our “small-town” feel with “big-time” arts and culture, coupled with an exceptional cost of living and diverse residential options, is what attracts new residents and retains our current community members. We invite you to join us on the journey by celebrating and engaging with Muskegon County’s arts and culture!”

Shelving System for New Outreach Van – MADL was awarded the ARPA Equipment Grant in November 2021 for an outreach van. MADL bought and received a used 2017 Ford Transit-250 Cargo Van in February 2022. The van doesn’t currently have a ramp or shelving which is part of the grant as an expense to MADL. B. Hall stated that the shelving and ramp on MADL’s current delivery van was bought and installed by Hoekstra Equipment and MADL would like to use the same company. K. Arter questioned what the \$400.00 miscellaneous expense on the quote is for? A. Susalla responded that it’s for the freight charges.

**Motion by Hodges, Second by Cruz**

**That the MADL Board approves the purchase of a ramp and shelving from Hoekstra Equipment in the amount of \$6,792.18 for the outreach van.**

**ROLL CALL**

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

**NAYS: None**

**Motion Carried**

Public Comment

K. Fowler of Dalton Township stated that she has visited the remodeled branches and can’t wait for the Dalton Branch renovation. She is concerned with the lighting in that branch.

Board Comment

L. Aerts welcomed R. Suszek. She also mentioned that she is looking forward to visiting the Holton Branch Library since its renovation.

K. Richards said that he’s continuing to hear good things about the Bookmobile and its impact on schools. He also noted that the library road signs on M-120 face the wrong way. J. Hodges explained that M-120 is an MDOT road, so the request will have to go through their process for updating road signs. J. Hodges has a contact for MDOT and will send that to Dalton Township Supervisor, Jeff Martin.

J. Hodges stated that she is excited that the Bookmobile will be able to attend the Meet the Machines event.

Adjournment

**Motion by Hodges, Second by Arter**

**That the MADL Board meeting adjourns at 4:38 p.m.**

**Motion Carried**

Reviewed and Approved by Kim Arter, Secretary.