

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, January 22, 2024, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: B. Hall, M. Higginbottom-Johnson, S. Rinsema-Sybenga, A. Susalla, R. Suszek, and K. Wisniewski. Also present, M. Anderson, Legal Counsel.

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

ROLL CALL

Present: Hughes, Richards, Vanaelst, Simmons, Hodges

Excused: Aerts, Scolnik

Absent: Root

D. Hughes welcomed new board member Lashae Simmons to the MADL Board. M. Anderson issued the Oath of Office and L. Simmons was sworn in.-

Election of Officers

Motion by Vanaelst, 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 Hodges, Second by Vanaelst

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 Hughes, Second by Richards

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 Hughes, Second by Hodges

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

Motion Carried

Approval of Agenda

Motion by Hodges, Second by Richards

That the Agenda is approved as presented.

Motion Carried

Board Development

None

Consent Agenda

Motion by Hodges, Second by Richards

That the MADL Board approves the Consent Agenda Items 7.a. through 7c.

Motion Carried

Vouchers for December 2023

Motion by Vanaelst, Second by Simmons

That the MADL Board approves the Vouchers for December 2023.

ROLL CALL

AYES: Hodges, Hughes, Richards, Simmons, Vanaelst

NAYS: None

Motion Carried

Committee Reports

None

Reports/Questions

R. Suszek said MADL's Circulation totals for 2023 show the highest circulation for MADL to date. B. Hall opened an account for the large donation to the Norton Shores Branch. A. Susalla highlighted the growth in circulation and the near doubling of the electronic usage since 2019. M. Higginbottom-Johnson said MADL received a letter from MOKA thanking us for the service they have been receiving at the LVPD location. The movie program in LVPD had sixty-five attendees. Demand has grown and they will now split the movie program into two sessions. S. Rinsema-Sybenga gave an update on the Humans of Muskegon program and showed a trailer for the project. She also highlighted overall program numbers for 2023.

Old Business

R. Suszek will bring a Strategic Plan update to the Board in February. The Marketing/Re-Branding/Millage Committee will meet at the end of January to discuss the next steps.

R. Suszek reported on the ILS project. The RFP returned two bids. The Director is considering a joint session of MADL, Hackley Public and White Lake Library Boards to review.

New Business

D. Hughes appoints the following board members to the MADL Committees:

Personnel

Kevin Richards
Andrea Root
Lashae Simmons

Finance

Jennifer Hodges
Doug Hughes
Bob Scolnik

Marketing/Re-Branding/Millage

Bob Scolnik
Linda Aerts
Doug Hughes
Kevin Richards

The audit engagement letter with Brickley DeLong was brought before the Board.

Motion by Hodges, Second by Richards

That the MADL Board signs the Audit Engagement Letter with Brickley DeLong to perform MADL's 2023 audit.

ROLL CALL

AYES: Richards, Simmons, Hodges, Hughes, Vanaelst

NAYS: None

Motion Carried

K. Wisniewski spoke about the Universal Service Fund which provides funding for technology in schools and libraries. MADL can receive up to 85% in funding for the needed support and maintenance. MADL pays up front and is reimbursed once a year.

Motion by Vanaelst, Second by Simmons

That MADL proceeds with the necessary steps in accordance with the Universal Service Fund to receive funding for and renewal of the IP Consulting Management of Internal Broadband Services contract for one additional year. The work is not to exceed \$16,500.00 without approval of the Board.

ROLL CALL

AYES: Hodges, Hughes, Richards, Simmons, Vanaelst

NAYS: None

Motion Carried

Public Comment

None

Board Comment

Several board members thanked MADL staff for the good work they are doing.

Adjournment

Motion by Hodges, Second by Vanaelst

That the MADL Board adjourns at 4:45 p.m.

Motion Carried

Reviewed and Approved by

Jennifer Hodges