

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, September 17, 2018, at 4:00 p.m. at the Muskegon Area District Library, 4845 Airline Road, Muskegon. Staff present: K. Richards, B. Hall, J. Roseberry, K. Wisniewski, A. Susalla, A. Varela, and J. Wonders. M. Anderson, Legal Counsel, was present. Members of the public in attendance: Char Zoet and Darnell Gundy Reed.

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

ROLL CALL:

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

Excused: Sims

Approval of Agenda

D. Hughes made two amendments to the Agenda: Removal of #9. e and addition of 11.e. First Reading of MADL Bylaws.

Motion made by Hernandez, Second by Holter

That the MADL Board approves the Agenda as amended.

Motion Carried

Public Comment

D. Hughes recognized Darnell Gundy-Reed in the audience.

Board Development

M. Anderson distributed an information sheet on the MADL Bylaws. The Bylaws further define how MADL conducts its business within the strictures of the District Library Establishment Act (MCL 397.171 et. Seq.) and the District Library Agreement. He indicated, for instance, that the Statute provides that a District Library must have at least 5 board members but no more than 8. Therefore, our participating municipalities having decided upon creating a district library could not permit all 21 municipalities to appoint a board member to serve and consequently our service areas were divided into regions solely for the purpose of appointing a board member. The board member is in service to the entire service area not just the region from which the member was appointed. B. Scolnik inquired about quorums. M. Anderson stated MADL can do business with a majority of the quorum. A quorum being five members.

Consent Agenda

Motion by Holter, Second by Hernandez

That the Consent Agenda Items 6a. through 6c. be approved as presented.

Motion Carried

Vouchers

Motion by Holter, Second by Hernandez

That the Vouchers for August 2018 be approved as presented.

ROLL CALL

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

Nays: None

Motion Carried

D. Muncie suggested MADL check into advertising possibilities with Blue Lake Radio.

Committee Reports

Personnel

J. King said the Personnel Committee met and discussed the Director evaluation process, upcoming legislation, increase in staff hours, etc.

Reports

K. Richards said MADL has sent out communications such as the board agendas and minutes as well as the MADL newsletter to all municipalities for their information. As well MADL is working on a one-page information sheet for each branch to be used as an annual report. K. Richards will begin meeting with municipal leaders. K. Wisniewski reported new computers are being installed for branch staff as their computers are now going on seven years old. The new computers are smaller and will help resolve space issues.

Budget Hearing/Certification of Millage

Motion made by King, Second by Hernandez

That the MADL Board declares an Open Budget Hearing at 4:09 p.m.

Motion Carried

There was no public comment.

Motion made by Holter, Second by Hernandez

That the Budget Hearing be closed at 4:10 p.m.

Motion Carried

Motion made by King, Second by Holter

That the Muskegon Area District Library Board authorizes the Chair and Secretary to execute the following documents: Resolution to Levy a District-Wide Tax not to exceed 1.249 mils and Form L-4029 2018 Tax Rate Request and that the original documents be filed with the Muskegon County Clerk and copies sent to the Muskegon County Equalization Department and each township and city clerk.

ROLL CALL

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

Nays: None

Motion Carried

Motion made by Scolnik, Second by King

That the MADL Board adopts the FY2018 Revised and FY 2019 Proposed Budgets as presented.

ROLL CALL

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

Nays: None

Motion Carried

J. King asked if K. Richards could explain MADL's fund balance needs as compared to other entities. K. Richards said multi-site district libraries like MADL try to have at least a year's worth of fund balance. Since funding is set to end at a certain period of time, libraries need to plan ahead for election costs and monies to stay open in case of a needed second election. As well, should the library funding cease, there are many liabilities to be taken care of.

New Business

K. Richards spoke on the staff changes proposal and the additional open hours. The Montague and Ravenna branches are opening on Thursdays from 12-5 p.m. With the new open hours and increased programming, the demand for more staff hours is essential. The Early Childhood Literacy Coordinator will run Storytime and Storyville and promote early childhood literacy in Muskegon County.

The Policy Manual Revision was distributed to the Board. A couple new policies were added and grammatical errors were fixed.

Motion made by Holter, Second by Hernandez

That the MADL Board approves the revisions to the MADL Policy Manual as presented.

Motion Carried

Motion made by King, Second by Holter

That the MADL Board conducted the first reading of their revised Bylaws.

Motion Carried

Public Comment

D. Gundy-Reed asked about the Food for Fines program and how it is doing. A. Varela reported the program is going well and MADL is receiving amounts of canned goods for two local charities.

Board Comment

B. Scolnik asked about the speaker/author program that is being held in conjunction with the Community Foundation. The author wrote a book about post traumatic slave syndrome and should be an excellent program on November 6. MADL will follow up with more details of the event.

J. Holter thanked K. Richards and B. Hall for sending MADL information to local municipal leaders.

Adjournment

Motion made by Hernandez, Second by Holter

That the MADL Board meeting adjourns at 4:25 p.m.

Motion Carried

Reviewed and Approved by John Holter, Secretary

