

MUSKEGON AREA DISTRICT LIBRARY

A **virtual** meeting of the Muskegon Area District Library Board was held on Monday, November 16, 2020, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: B. Hall, M. Higginbottom-Johnson, K. Richards, N. Schaner, A. Susalla, A. Varela, K. Wisniewski, J. Wonders, A. Purgiel and M. Wittkopp. Also present, M. Anderson, Legal Counsel.

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

ROLL CALL

Present: Hodges, Scolnik, Arter, King, Mansfield, Hughes, Holter

Excused: Sims

Approval of Agenda

Motion by Scolnik, Second by Holter

That the Agenda be approved as presented.

Motion Carried

Board Development

M. Anderson reported that there is a new MDHHS pandemic order that begins Wednesday November 18, 2020 through December 8, 2020. Emergency Order MCL 333.2253 – Gatherings and Face Mask Order – requires that building capacity limits be set at 30% of the Fire Marshal’s established occupant load. The order requires individuals to wear a face mask, and that entry and service be denied to all persons refusing to wear face masks (unless medically exempt). Violation of this order is a misdemeanor and/or a \$200.00 fine and an additional civil fine of \$1,000.00 per day that a person is in violation.

K. Richards recommended that MADL return to curbside services only and close buildings to the public. MADL will offer computer services by appointment only. These limitations are restrictive but still offer services over the phone and online as well as continued virtual programming. Out of an abundance of caution, the Storyville grand openings and branch remodel re-openings will be canceled at this time.

K. Arter informed the Board that Laketon Township Hall is closed to the public and where possible, some staff are working from home. They are trying to keep everyone safe.

B. Scolnik is also concerned with safety, especially during these next few weeks.

J. Holter reported that Egelston Township Hall has seen COVID cases with staff. Their offices are completely closed to the public and service is provided through their indoor service window. The public is not allowed to go into their offices.

J. Hodges reported that Muskegon Township is also closed to the public and they are offering limited services by appointment only. She agrees that MADL should return to curbside services. She, too, is concerned with the health of others in the community and would like to do what’s possible to help the county flatten the curve.

J. Mansfield agrees that curbside is a good idea and is a safer option for the next few weeks.

D. Hughes reported that he read an article stating that Muskegon’s Mercy Hospital is now in a COVID disaster. They are overwhelmed with 120 COVID patients and there are vast resources. He believes that we should do everything possible to help stop the spread of the virus.

The consensus is that MADL should close to the public and return to curbside services for now.

Consent Agenda

Motion by Arter, Second by Hodges

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

Motion Carried

Vouchers

Motion by Hodges, Second by Mansfield

That the MADL Board approves the vouchers for October 2020.

ROLL CALL

AYES: Arter, Hughes, King, Mansfield, Scolnik, Holter, Hodges

NAYS: None

Motion Carried

Committee Reports

Finance Committee Minutes from November 12, 2020 were reviewed by the Board.

Reports/Questions

A. Varela mentioned that it is unfortunate that the Storyville grand opening will be postponed.

Old Business

VOIP Telephone System – K. Wisniewski reported that the project is complete and new phone system is up and running for all branches.

New Muskegon Township Branch – K. Richards reported that construction is still a work in progress and the branch is on target to open in mid-December. There are no other major details to report on this project.

Branch Improvements – Photos of the completed North Muskegon remodel and progress of Muskegon Heights remodel were shown. The North Muskegon project is complete except for a few minor finishing touches. The carpet and paint are complete at Muskegon Heights and furniture/shelving are currently being installed.

RFP – Egelston Branch – MADL received two (2) responses; one from Sidock Group and one from Library Design Services.

Motion by Scolnik, Second by Hodges

That Library Design Company be awarded the contract for MADL's Egelston Branch Re-Design and Update and, subject to attorney approval, that MADL enter into contract with Library Design Company.

ROLL CALL

AYES: Hughes, King, Mansfield, Scolnik, Holter, Hodges, Arter

NAYS: None

Motion Carried

Bookmobile – K. Wisniewski reported that the Bookmobile is tentatively scheduled to be complete in February 2021, which is two months past our original estimated completion date. There have been many delays due to COVID-19 sickness and the lack of materials. However, the final drawings have been signed off on and the project is still moving forward.

New Business

2021 Holidays were reviewed by the Board.

Motion by Holter, Second by Arter

That the MADL Board approve the 2021 Holidays as presented.

Motion Carried

Public Comment

None.

Board Comment

J. Holter is happy with how the project at the Egelston Branch is beginning to move. He thanked K. Richards and the Board for the wonderful job.

J. Hodges is also excited with how the project at Muskegon Township is going. She also thanked K. Richards, the Board and MADL staff.

J. King confirmed that the Montague Storyville grand opening on Wednesday, November 18 is canceled.

J. Mansfield is pleased with the amount of space that North Muskegon has gained with the renovations.

B. Scolnik recommended that MADL prepare a presentation detailing the different renovations to show the county what the library millage was used for.

Adjournment

Motion by Holter, Second by Hodges

That the MADL Board meeting adjourns at 4:41 p.m.

Motion Carried

Reviewed and Approved by J. Holter, Secretary