

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, August 19, 2024, at 4:00 p.m. at the Muskegon Area District Library – Administration Office, 4845 Airline Road, Muskegon, MI 49444. Staff present: M. Chandler, J. Endres, B. Hall, M. Johnson, A. Susalla, S. Rinsema-Sybenga, R. Suszek, and K. Wisniewski. Also present, M. Anderson, Legal Counsel.

D. Hughes called the meeting to order at 4:01 p.m.

ROLL CALL

Present: Scolnik, Hughes, Aerts, Richards, Simmons

Excused: J. Hodges, R. Vanaelst

Absent: A. Root

Approval of Agenda

Motion by Richards, Second by Simmons

That the Agenda be approved as presented.

Motion Carried

Board Development

None

Consent Agenda

Motion by Aerts, Second by Richards

That the Consent Agenda be approved as presented.

Motion Carried

Vouchers

Motion by Aerts, Second by Richards

That the Vouchers for July 2024 be approved as presented.

ROLL CALL: Richards, Simmons, Hughes, Scolnik, Aerts

Motion Carried

Committee Reports

The Finance Committee met on August 9, 2024, and the minutes are attached. The Marketing/Re-Branding/Millage Committee will have another meeting in the next few weeks.

Motion by Richards, Second by Simmons

That the MADL Board approves the Committee reports.

Motion Carried

Reports/Questions

R. Suszek informed the board that construction has begun on the North Muskegon (Walker Branch) Library. Currently, they are removing the bricks to put windows in the community space. The director will provide future updates as to when the public bathrooms will be impacted and other construction updates. B. Scolnik inquired

about the cost of the project and R. Suszek indicated it was around \$700,000 to \$800,000. L. Aerts questioned the difference between the Outreach Van and the Bookmobile. M. Johnson explained the Outreach Van goes to events such as back to school registration sessions and can distribute information and do library card sign-ups whereas the Bookmobile has regular set stops daily to provide a constant connection with library users. It was noted that the Bookmobile had a record number of stops in July. J. Endres distributed new logo MADL stickers to the Board, and she reported the response to the new logo has been positive. Plans are moving forward to promote the new logo. A. Susalla highlighted that in July MADL had over 30,000 patron visits, which is the highest since 2019. Prior to the covid lockdowns, 30,000 was our average number of visits. It is nice to see MADL return to those levels. M. Chandler gave an update on staffing and will be making a recommendation to the Personnel Committee for needed staffing changes.

Old Business

R. Suszek distributed an updated report on MADL's current Strategic Plan which has run from 2022 to 2024. The report indicates considerable progress in the goals of the plan. MADL is still considering the hours open and will continue to work on an assessment of the hours needed. The Director said it was time to consider a new Strategic Plan 2025 to 2028 and said with the talent of MADL staff that this could be done in-house. D. Hughes said that was a good idea and should dovetail on the millage campaign.

M. Chandler reviewed the director evaluation process. She said the Board received the second form at this meeting which details the remarks from each board member. The Board should review the document for approval in September.

R. Suszek met with the City Manager of Norton Shores regarding the purchase of the library branch building on Seminole Road. The Mayor of Norton Shores has authorized the City Manager to suggest a purchase price of \$100,000. R. Suszek asked the Board if this was acceptable. The Board concurred that MADL should proceed and authorized R. Suszek to continue negotiations towards the purchase of the building.

Motion by Aerts, Second by Scolnik

That the MADL Board authorizes R. Suszek to continue negotiations with the City of Norton Shores to purchase the building at 705 Seminole Road.

Motion Carried

R. Suszek spoke regarding the Broadway Collaborative and a Memorandum of Understanding (MOU) is attached. The Collaborative has asked MADL to sign the MOU and become a partner to continue discussions for the project moving forward. There is good community involvement, and the project shows promise.

Motion by Aerts, Second by Simmons

That the MADL Board directs R. Suszek to sign the Memorandum of Understanding for the Broadway Collaborative and continue conversations regarding this project.

Motion Carried

New Business

D. Hughes directed the MADL Board to review the attached budget documents as a public budget hearing will be held at the next meeting in September.

Public Comment

None.

Board Comment

B. Scolnik mentioned he has been staying connected with former director, Kelly Richards. He said Kelly is very thankful for his experiences at MADL.

Adjournment

Motion by Aerts, Second by Simmons,

That the MADL Board meeting adjourns at 4:52.

Motion Carried

Reviewed and Approved by

Linda Aerts, Secretary