

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, September 16, 2024, at 4:00 p.m. at the Norton Shores Branch Library, 705 Seminole Road, Muskegon, MI 49441. Staff present: B.Hall, M. Chandler, J. Endres, M. Johnson, A. Susalla, R. Suszek, and K. Wisniewski. Staff from Norton Shores Library present: H. Pelkey, and J. Spangler. Members of the public present: Carol Goergan, Friends of the Norton Shores Branch Library. M. Anderson, Legal Counsel, attended via audio.

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

### **ROLL CALL**

**Present:** Hughes, Aerts, Richards, Simmons, Scolnik

**Excused:** J. Hodges, R. Vanaelst

**Absent:** A. Root

### **Approval of Agenda**

**Motion by Scolnik, Second by Aerts**

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

**Motion Carried**

### **Board Development**

Holly Pelkey, Branch Leader for the Norton Shores Branch Library, spoke on the many successes of the branch. The Norton Shores Storyville is the most visited location of the four Storyville systems in MADL. Also, staff have added a Teen Room, a Library of Things, a Spanish book collection and Steam Kits which have been extremely popular. The Norton Branch Library continues to thrive year after year.

### **Consent Agenda**

**Motion by Aerts, Second by Richards**

**That the Consent Agenda be approved as presented.**

**Motion Carried**

### **Vouchers**

**Motion by Richards, Second by Scolnik**

**That the Vouchers for August 2024 be approved as presented.**

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

**Motion Carried**

### **Committee Reports**

There will be a Millage Committee meeting next week and there will be a Personnel Committee meeting in early October.

### Reports/Questions

R. Suszek reported that MADL is actively getting the new logo out to the public. The Bookmobile has been re-wrapped with the new logo, and letterhead, website, and social media are also underway. The Director showed a video of the Muskegon Heights Branch Leader, Ian Wright, in a local news story featuring the bike program. The video highlights the impact this program has had in the community.

D. Hughes said the video speaks volumes regarding the breadth of what MADL is doing for the community. B. Scolnik asked for the video link to be sent to Board members so they could share it.

M. Johnson thanked L. Simmons for working with MADL staff to remove a large bush outside a doorway of the Heights Library. M. Chandler highlighted the turnover activity in her written report and said a recommendation will be brought to the Personnel Committee in October.

### Old Business

R. Suszek said MADL has been busy working on the next Strategic Plan. He asked if anyone was interested in taking part in the process to let him know. MADL is currently working on a survey to be distributed in October and gathering focus groups.

M. Chandler restated the Director evaluation process and provided that last form to the Board Chair for his signature. D. Hughes said MADL was fortunate to have a Director with Ron's skillset and the Board is pleased as he has done an admirable job to date.

### Budget Hearing/Certification of Millage

**Motion by Aerts, Second by Simmons,**

**That the MADL Board declares an open Budget Hearing at 4:33 p.m.**

**Motion Carried**

**There was no public comment.**

**Motion by Scolnik, Second by Richards**

**That the budget hearing be closed at 4:34 p.m.**

**Motion Carried**

**Motion by Scolnik, Second by Simmons**

**That the Muskegon Area District Library Board authorizes the Chair and Secretary to execute the following documents: Resolution to Levy a District-Wide Tax and Form-L4029 2024 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: Richards, Simmons, Hughes, Scolnik, Aerts**

**Nays: None**

**Motion Carried**

**Motion by Simmons, Second by Richards**

**That the MADL Board adopts the FY2024 Revised and FY2025 Proposed Budgets as presented.**

**ROLL CALL**

**Ayes: Hughes, Aerts, Richards, Simmons, Scolnik**

**Nays: None**

**Motion Carried**

#### New Business

Biblioweb is a fully integrated CMS and Webpage building tool and is highly sought after by library systems. The Director explained Biblioweb was out of reach for MADL until just recently. Bibliocommons created a technological workaround that enables MADL to take part. Currently, when using our website, patrons must go to three or more other domains to get information. With Bibliocommons, there is only one domain. R. Suszek showed the websites to the Board that use Bibliocommons so they could see the difference. Biblioweb is a major trend in the library world and is in its own class. R. Suszek recommended the purchase of Biblioweb to the Board. The Director can get a one-time discount of \$5,000.00 at this time.

#### **Motion by Richards, Second by Scolnik**

**That the MADL Board approves the purchase of Biblioweb for \$63,259.00 for MADL. That the Director be authorized to complete the process to receive the \$5,000 discount.**

#### **ROLL CALL**

**Ayes: Scolnik, Hughes, Aerts, Richards, Simmons**

**Nays: None**

#### **Motion Carried**

B. Hall distributed a copy of the Projection Plan to the Board. R. Suszek said the plan shows a bump in revenues in the first years, however, increasing expenses create a scenario where MADL will run into trouble by 2027/2028. If there is no increase in MADL's millage rate, MADL would be looking at cutting services and branches by 2028. D. Hughes requested the Board look over and review the plan.

#### Public Comment

None

#### Board Comment

L. Simmons questioned MADL's millage rate. R. Suszek said MADL would like to increase the rate for the amounts lost to Headlee since 2016.

#### Adjournment

Motion by Aerts, Second by Simmons,

**That the MADL Board meeting adjourns at 5:00 p.m.**

**Motion Carried**

Reviewed and Approved by

Linda Aerts, Secretary