

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, November 18, 2024, at 4:00 p.m. at 4845 Airline Road, Muskegon, 49444.

Staff Present: M.Chandler-Nash, B. Hall, A. Susalla, R. Suszek, and K. Wisniewski. M. Anderson, Legal Counsel, was also present as well as Steve Rauschert, Broker, Lakeshore Employee Benefits.

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

### ROLL CALL

Present: L. Aerts, K. Richards, B. Scolnik, D. Hughes, R. Vanaelst, L. Simmons

Excused: J. Hodges

Absent: A. Root

### Approval of Agenda

**Motion of by Hodges, Second by Richards, that the agenda be approved with two changes: 1. Moving 9b. Medical Plan BCN under HMO HSA Plan to follow 5.5 Vouchers. 2. Move 8c Norton Shores Branch Building Purchase to the end of the Agenda.**

**Motion Carried**

### Board Development

None

### Consent Agenda

**Motion by Scolnik, Second by Richards**

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

**Motion Carried**

### Vouchers

**Motion by Scolnik, Second by Simmons**

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

**ROLL CALL:**

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

**Nays: None**

**Motion Carried**

M. Chandler-Nash reviewed the health care plan changes that were detailed in the finance committee meeting minutes.

**Motion by Richards, Second by Simmons**

**That the MADL Board approves the recommendation for medical insurance to be renewed with BCN under the HMO HSA plan for 2025.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

**Motion by Vanaelst, Second by Simmons**

**That the MADL Board approves the hard cap method for 2025 employee health insurance contributions pursuant to Public Act 152.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

#### Committee Reports

**Motion by Richards, Second by Aerts**

**That the Minutes from the Finance Committee meeting held on November 7, 2024, be accepted and placed on file.**

**Motion Carried**

#### Reports

R. Suszek reported the strategic planning community survey went out at the beginning of October and to date MADL has received 2,300 responses. The response has been overwhelmingly positive. The Director was able to do some in-person polling at an event in Muskegon Township and received helpful feedback. Additional surveys are being distributed through Read Muskegon. Once the survey closes, staff will begin organizing and analyzing data.

#### Old Business

M. Chandler reviewed with the Board the recommendation from both the Personnel and Finance Committees for a full-time librarian position at the Ravenna Branch. This change reverts to a position control scenario that places a full-time professional librarian at the Ravenna Branch.

**Motion – Vanaelst, Second by Scolnik**

**That the MADL Board approves the following position control recommendations, effective 11-18-24.**

**Recommendation #1: “Homing” one (1) floating Library Assistant at MADL North Muskegon branch library. Staff at North Muskegon cover two branches (North Muskegon and Laketon Township). Laketon Township increased weekly hours over the summer which has been heavily supported by floating substitutes. Homing an additional staff member will alleviate their requests for substitutes and give more flexibility with their scheduling.**

**Recommendation #2: Adding one (1) full-time Lead Librarian I at the MADL Ravenna library branch, which is currently/ primarily staffed with two part-time positions, one of which is currently vacant.**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

R. Suszek distributed a millage information sheet to the Board for review. He has been collaborating with Attorney Anne Seurnyck on the MADL ballot proposal. MADL is proposing a .3 increase which would raise an extra million dollars annually, which is needed to sustain MADL throughout the next 10 years. The board indicated it was in favor of the plan. An action item to approve the ballot language for the upcoming 2025 election will be on the December 2024 agenda.

**New Business**

The Director informed the Board that Sunday hours will be switched from Muskegon Township Branch to the Egelston Township Branch in early January 2025.

**Motion by Aerts, Second by Scolnik**

**That the MADL Board go into Closed Session for the purpose of discussing the purchase of real estate at 4:41 p.m**

**ROLL CALL**

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

**Nays: None**

**Motion Carried**

**Motion by Richards, Second by Simmons**

**That the MADL Board return to Open Session at 5:02 p.m.**

**Motion Carried**

**Motion by Simmons, Second by Vanaelst**

**That the MADL Board directs Director Ron Suszek to continue negotiations with the City of Norton Shores regarding the purchase of the building at 705 Seminole Road.**

**Motion Carried**

Public Comment

None

Board Comment

Adjournment

Motion by Aerts, Second by Simmons

That the meeting adjourns at 5:03 p.m.

**Motion Carried**

Reviewed and Approved by the full MADL Board

December 16, 2024