

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, October 21, 2024, at 4:00 p.m. at 4845 Airline Road, Muskegon, 49444.

Staff Present: M.Chandler-Nash, J. Endres, B. Hall, M. Johnson, S. Rinsema-Sybenga, A. Susalla, R. Suszek, and K. Wisniewski. M. Anderson, Legal Counsel, was also present.

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

### ROLL CALL

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

Absent: A. Root

M. Anderson said there are two corrections to the board packet as follows: the date on the agenda should indicate today's date and as well, a change to the MADL 2024 Holiday Schedule for New Year's Day, stating that date should be Thursday, January 1, 2026.

### Approval of Agenda

**Motion of by Hodges, Second by Richards, that the agenda be approved with the above changes made.**

**Motion Carried**

### Board Development

None

### Consent Agenda

**Motion by Hodges, Second by Simmons**

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

**Motion Carried**

J. Hodges noted that the Storyville attendance at the Muskegon Heights Branch has doubled in the last year.

### Vouchers

**Motion by Hodges, Second by Vanaelst**

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

**ROLL CALL:**

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

**Nays: None**

**Motion Carried**

## Committee Reports

### **Motion by Simmons, Second by Scolnik,**

**That the Minutes from the Personnel Committee meeting held on October 3, 2024, be accepted and placed on file.** **Motion Carried**

A millage committee meeting will be held this Wednesday at 1:30 p.m.

## Reports

R. Suszek reported the strategic planning community survey went out at the beginning of October and to date MADL has received 1,400 responses. The response has been overwhelmingly positive. MADL is looking at a couple events in Muskegon Township and Muskegon Heights to do some in-person polling.

MADL's staff In-Service was held on Monday, October 14, 2024. Staff participated in the SOAR Analysis for the strategic planning process. It was great staff participation in producing a new plan. The MADL Re-Brand rollout continues. Marketing is working on external signage and a round of billboards are now up and scattered around Muskegon County.

R. Suszek distributed the Broadway Collaborative Project Update for the Board's review and information. At this time, MADL has made no financial commitments, however, remains very intrigued with the project. The director will bring future updates to the Board.

M. Chandler highlighted Language Line, a new software with hundreds of languages for patrons to learn, which will be provided at Norton Shores, Muskegon Heights and Ravenna Branches. It will open to the public in 2025. She also reported MADL's EAP stats are up to over 60% usage.

## Old Business

R. Suszek distributed the SOAR Analysis for the Board to review and complete as part of the Strategic Plan. R. Suszek will follow up with the Board and the input will be discussed at the November meeting.

R. Suszek spoke with A. Chandler, the City of Norton Shores City Manager, regarding the MADL purchase of the Norton Library building. He also distributed a sheet of capital improvements made by the City of Norton Shores back to 2011. The City Council agrees that the sale of the building to MADL is a good idea. They, however, considering the costs they have incurred over the years, would like to raise the price to \$200,000. R. Suszek suggested a closed session at the November board meeting to discuss options. The Board concurred. MADL staff will put together a needs assessment of the Norton Shores branch library building for consideration in November.

## New Business

### **Motion by Hodges, Second by Scolnik**

**That the November 18, 2024, Board Meeting be moved back to the Administration offices at 4845 Airline Road.**

**Motion Carried**

M. Chandler brought up the recommendation from the Personnel Committee for discussion. MADL has been having difficulty staffing branches and one recommendation is to hire a Library Assistant at the North Muskegon branch and the other is to provide a full-time librarian role at the Ravenna Branch. There is a \$10,000 budget change and the Personnel Committee is referring the recommendations to the Finance Committee before consideration of the full board.

The proposed 2025 MADL Board Meeting Schedule was reviewed by the Board.

### **Motion by Hodges, Second by Richards**

**That the 2025 MADL Board Meeting Schedule be approved as presented.**

**Motion Carried**

The proposed 2025 MADL Holiday Schedule was reviewed by the Board.

### **Motion by Vanaelst, Second by Simmons**

**That the 2025 MADL Holiday Schedule be approved as presented.**

**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 considering a .3 increase which would raise the extra million dollars annually, which is needed to sustain MADL through the next 10 years. The Director will continue to update the information as to how much it will cost the taxpayer and bring it back to the Board in November.

## Public Comment

None

## Board Comment

L. Aerts apologized for being a few minutes late. Her township was giving away senior millage food bags and it was a great success.

J. Hodges said Muskegon Township's annual Trick or Treat event will be held next Wednesday from 4 p.m. to 6 p.m. She also made a request that any suggested action items on the agenda be written out for the Board.

#### Adjournment

Motion by Hodges, Second by Richards

That the meeting adjourns at 4:59 p.m.

**Motion Carried**

Reviewed and approved by:  
Linda M. Aerts, Board Secretary