

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, February 17, 2025, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: J. Enders, M. Higginbottom-Johnson, L. Abramson, A. Susalla, and R. Suszek. Also present, M. Anderson, Legal Counsel.

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

### **ROLL CALL**

**Present:** Hodges, Hughes, Richards, Simmons, Vanaelst,

**Excused:** Aerts, Scolnik, Arter

### Approval of Agenda

**Motion by Richards, Second by Vanaelst**

That the Agenda is approved as presented.

**Motion Carried**

### Board Development

None.

### Consent Agenda

**Motion by Richards, Second by Simmons**

That the MADL Board approves the Consent Agenda as presented.

**Motion Carried**

### Vouchers for January 2025

**Motion by Simmons, Second by Richards**

**That the MADL Board approves the Vouchers for January 2025**

### **ROLL CALL**

**AYES:** Richards, Vanaelst, Hughes, Simmons, Hodges,

**NAYS:** None

**Motion Carried**

### Committee Reports

D. Hughes noted the Marketing/Rebranding/Millage Committee met and finalized the date for the campaign kickoff. The next meeting is scheduled for Wednesday, February 19<sup>th</sup>, 2025.

### Reports/Questions

R. Suszek provided an update about the strategic plan. He has been speaking with board members individually to get feedback on the early plan draft. There have been some great ideas and strategies discussed, and a complete plan is expected around early summer. He also provided an update regarding the Bookmobile position and mentioned that an offer was made and has been accepted by the candidate. At this time, it is anticipated that the position for the Bookmobile should have a start date of mid-March with hopes of minimizing any further delays in Bookmobile operations. B. Hall reported that she transferred \$1 million dollars from the Money Market account with Fifth Third to the long-term investment account with Fifth Third as recommended by the auditors.

Andrew Susalla reported that the final circulation number for 2024 is 752,624.

### Old Business

Ron Suszek previously spoke about strategic planning but wanted to add his appreciation for the conversations with board members regarding this and that it provided a lot of great direction as well as good information.

### New Business

R. Suszek provided background regarding the Starlink hardware internet services. Over the years there have been problems with connectivity on the bookmobile using a mobile hotspot in more rural parts of the county. Starlink is a satellite-based internet network that consists of a fixed antenna mounted on top of the bookmobile. The information that K. Wisnewski provided shows a one-time purchase cost for the hardware plus 2 monthly recurring internet costs from MetTel, the only company that bid on the proposed service. This is reimbursable to MADL at 90%, and MADL will handle the installation with a local RV company.

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

**That MADL enters into a three-year contract with MetTel for Starlink Hardware and Internet service agreement for MADL's Bookmobile. The three-year contract is not to exceed \$16,894.25 (\$7,318.25 year 1 and \$4,788.00 year 2-3) (plus fees) without the approval of the Board.**

ROLL CALL

**AYES: Hughes, Hodges, Richards, Simmons, Vanaelst**

**NAYS: None**

### **Motion Carried**

### Informational

R. Suszek shared the news about the library outreach manager and after a competitive search, Lashae Simmons was selected for the position at the Muskegon Heights branch. In addition to being a very competitive interview process, Lashae had some great insights regarding the community and great ideas for making connections and getting the community more involved. L. Simmons shared that she enjoyed being on the MADL board, and how she is excited about this new opportunity. She looks forward to working with everyone at MADL and sharing the vision of MADL.

### Public Comment

None.

### Board Comment

R. Vanaelst reported that there was a nice article in the local newspaper about the Ravenna librarian, August Kulus. He said he has taken part in the Book Club as well and said August is doing a fantastic job at the Ravenna Branch.

Adjournment: That the MADL Board adjourns at 4:28 p.m.

Reviewed and approved by Jennifer Hodges.