

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, May 18, 2026, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: L. Abramson, A. Bodbyl-Mast, D. Hughes, S. Rinsema-Sybenga, and K. Wisniewski and Legal Counsel, M. Anderson.

B. Scolnik, Acting Chair, called the meeting to order at 4:00 p.m.

ROLL CALL

Present: L. Aerts, K. Arter, J. Hodges, B. Scolnik, R. Vanaelst (Quorum)

Absent: K. Richards (late arrival, 4:10p.m.), A. Williams

Approval of Agenda

Motion by Hodges, Second by Vanaelst

That the MADL Board approves the Agenda, as presented with the addition of the Book Purchase Board Motion.

Motion Carried

Public Comment – First

None.

Consent Agenda

Motion by Arter, Second by Aerts

That the MADL Board approves the Consent Agenda as presented.

Motion Carried

Vouchers for April 2026

Motion by Hodges, Second by Vanaelst

That the MADL Board approved the Vouchers for April 2026 as presented.

ROLL CALL

AYES: Hodges, Aerts, Arter, Vanaelst, Scolnik

NAYS: None

Motion Carried

Committee Reports

B. Scolnik communicated that the Finance Committee met to review the proposal submitted by Signs Now in response to the RFP for new library signage. D. Hughes explained that there is

limited signage for bookshelves across the district and no standardization. He shared that this would help patrons to more easily locate items within the branch and make it easier for staff to better direct patrons to the desired materials. The project was initially budgeted for multi-year implementation. It was determined to be more efficient and cost-effective to complete the project at one time and so the Committee is recommending the item to full Board for approval.

The Committee also reviewed the proposed amendment to the MADL Defined Benefit Plan to include cost of living adjustment (COLA) within the plan definition of wages per historical MADL benefits policy and reporting and is recommending to the full Board for approval.

Motion by Richards, Second by Vanaelst

That the meeting minutes from the Ad Hoc Committee and Finance Committee meetings are received and placed on file.

Motion Carried

Reports/Questions

D. Hughes reported that the Library Director job posting has closed. The recruiting company, Bradbury Miller, prepared a hiring summary of qualifications and experience and provided copies of resumes for the 31 applicants to the Ad Hoc Hiring Committee. He indicated that there were applications received from across the United States, including Georgia, Colorado, Arizona, and across Michigan. He communicated that an offer was made and accepted for the new District Manager position for the North Region branches of Montague, Holton and Dalton. The candidate selected had recently moved with his spouse to the Grand Rapids area from the east coast and has extensive library leadership and branch operations experience. He also shared that the Norton Shores branch purchase was finalized on April 29.

A. Bodbyl-Mast communicated that the on-site audit with Brickley DeLong went well and the firm is planning to present the Final 2025 Financial Audit Report at the upcoming June 15 meeting.

S. Rinsema-Sybenga reported on the successes of the partnership with Goodwill for the Vita Tax Return Program offering free tax preparation assistance to Muskegon residents at the Norton Shores, Muskegon Heights and Egelston branches. She reported that 340 tax returns were completed through the program, 192 of them from the Muskegon Heights location, with approximately \$340,000 in federal and state taxes returned to residents through the program.

Old Business

None.

New Business

MADL 2025 OPEB Report

A. Bodbyl-Mast presented the 2025 OPEB Actuarial Report completed by Watkins Ross under GASB Statement 74 & 75. The plan is over 200% funded and the commitment by MADL has already been fulfilled as the plan is now closed.

Motion by Hodges, Second by Richards

That the MADL Board approves the OPEB Actuarial Report for 2025 as stated.

ROLL CALL

AYES: Aerts, Richards, Scolnik, Hodges, Vanaelst, Arter

NAYS: None

Motion Carried

Library Signage RFP

B. Scolnik restated that the Finance Committee reviewed the proposal from Signs Now to complete the library signage project. D. Hughes reported that the vendor has completed similar projects for other public and private organizations and libraries and led further conversation about the project. A. Bodbyl-Mast confirmed there is sufficient funding to complete the project in 2026.

Motion by Vanaelst, Second by Hodges

That the MADL Board approves the bid from Signs Now-Holland to produce and install all necessary Interior Library Signage at a cost not to exceed \$50,000 without prior approval of the Board.

ROLL CALL

AYES: Vanaelst, Richards, Scolnik, Hodges, Aerts, Arter

NAYS: None

Motion Carried

DB Plan Amendment

D. Hughes explained that the amendment was the result of a routine MERS audit of plans where it was discovered that annual cost of living adjustment (COLA) paid to MADL employees annually was not a defined wage within the MADL DB Plan and so an amendment was required. B. Scolnik reported that it was not a significant amount, totaling not more than \$416 per year. Without the amendment, MADL would be required to re-report the wages earned for every employee for each year starting in 2010.

Motion by Hodges, Second by Aerts

That the MADL Board approves the MERS DB Plan Adoption Agreement, which is retroactively effective from October 26, 2010.

ROLL CALL

AYES: Vanaelst, Richards, Aerts, Hodges, Arter, Scolnik

NAYS: None

Motion Carried

Book Purchase

S. Rinsema-Sybenga discussed the request to make a bulk purchase of books by the Big Read Muskegon author, Dave Eggers. She explained that the books were being purchased by MADL in bulk at a discounted rate of 60% off the retail price and shared with multiple partners and schools as a pass through. Books distributed to partners will be reimbursed in full.

Motion by Richards, Second by Vanaelst

That the MADL Board approves the expenditure not to exceed \$13,000 to purchase books to support the Big Read Muskegon initiative.

ROLL CALL

AYES: Arter, Vanaelst, Richards, Aerts, Hodges, Scolnik

NAYS: Williams

Motion Carried

Public Comment - Second

None.

Board Comment

K. Arter reported that she has received three phone calls from concerned constituents expressing concern that MADL is intending to close the Holton Library. D. Hughes communicated that he is not aware of any plans to close the branch.

L. Aerts announced that she is planning to sell her home and move out of state later this year. She will no longer be able to serve on the Board after the July (or possibly August) meeting and so a replacement Trustee to represent Moorland, Sullivan, Egelston and Cedar Creek Township will need to be identified.

The MADL Board Meeting scheduled for 4:00p.m. Monday, June 15 will be held at the newly acquired Norton Shores Branch Library located at 705 Seminole Road, Norton Shores.

Adjournment:

B. Scolnik adjourned the meeting at 4:53 p.m.

Reviewed by Linda Aerts. June 8, 2026