

MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, June 15, 2026, at 4:00 p.m. at the Muskegon Area District Library Norton Shores branch, 705 Seminole Rd, Norton Shores. Staff present: L. Abramson, A. Bodbyl-Mast, M. Chandler-Nash, J. Endres, D. Hughes, 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, K. Richards, B. Scolnik, R. Vanaelst (Quorum)

Absent: A. Williams

Approval of Agenda

Motion by Arter, Second by Vanaelst

That the MADL Board approve the Agenda, as presented.

Motion Carried

Public Comment – First

None.

Presentation – 2025 Audit – Patrick Mutchler/Brickley DeLong

Accountant Patrick Mutchler presented the 2025 audit of financial statements. He described the purpose and structure of the report and statements, explaining that MADL met all audit standards and received a clean and unmodified opinion.

Consent Agenda

Motion by Aerts, Second by Hodges

That the MADL Board approve the Consent Agenda as presented.

Motion Carried

Vouchers for May 2026

Motion by Hodges, Second by Richards

That the MADL Board approve the Vouchers for May 2026 as presented.

ROLL CALL

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

NAYS: None

Motion Carried

Committee Reports

None.

Reports/Questions

D. Hughes reported that the admin office renovation is underway, with carpeting and painting mostly completed. He reported that first-round interviews were completed last week for the Library Director position. Four of the seven candidates have been invited for an in-person interview with the full Board on June 30. He talked about the pending mid-year budget amendments, explaining that MADL is in a healthy financial position with primary increases being allocated to facilities maintenance and repairs for the Norton Shores branch. He reported that the Team Facilities 3-month agreement will be ending soon and commented that MADL will likely need to add a maintenance staff since there is not currently anyone dedicated to day-to-day maintenance or facilities management.

M. Chandler-Nash explained that the four Library Director finalists will be touring branches and meeting with the leadership team on Monday, June 29, with final round interviews with the full Board on Tuesday, June 30.

K. Wisniewski reported that the renovation is going as planned, carpeting is 99% complete and furniture is scheduled to arrive on Wednesday. Electricians and general contractor staff will be onsite to assemble the offices over the next few weeks. The project is on schedule to be completed on or before July 1. He shared that the conference room is already finished and will be available for the final round of interviews on June 30.

M. Chandler-Nash reported that the new District Manager (DM), Kirk Morrison, started on June 1. He will oversee the north branches of Montague, Dalton and Holton. She shared that the District Managers will be invited to a Board meeting in the fall for a meet-n-greet event.

M. Chandler-Nash attended a Red Cross Female-Inclusive CPR Training and noted that MADL has acquired a female body skin for the CPR dummy used to train internal staff since women are 87% less likely to receive CPR because people are uncomfortable touching women. Chandler-Nash is one of two CPR Instructors at MADL and reported that MADL is going to become a CPR training hub for other local libraries.

L. Aerts asked J. Endres to talk about the situation with Friends of North Muskegon Branch Library newsletter that was mentioned in her report. Endres explained that the Friends newsletter is published 3 times each year while the MADL newsletter is published 4 times so they are having issues with programs missing the deadline for publication or with incomplete information or artwork. She is working with the District Manager and Friends group to resolve the issue and better align the publication schedules.

K. Arter asked M. Chandler-Nash if the new District Manager for Montague, Dalton and Holton will be connecting with the Township boards. Chandler-Nash communicated that DMs will be connecting with local units and are expected to regularly attend municipal meetings. J. Hodges reported that the DM in her district has already been attending meetings and commented that it was noticed and appreciated by the Township Board.

Old Business

None.

New Business

Audited Financial Statement for year ending December 31, 2025

Motion by Hodges, Second by Arter

That the MADL Board accepts the auditor report received from Brickley DeLong for the year ending December 31, 2025, and adopts the 2025 audited financial statements as presented.

ROLL CALL

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

NAYS: None

Motion Carried

2026 Mid-Year Budget Amendment

A. Bodbyl-Mast presented the proposed mid-year budget amendment to increase general fund expenses by \$247,000. The amendment will align cost centers to current budget projections and based on known factors, Board-authorized activities and general market trends.

Motion by Hodges, Second by Arter

That the MADL Board approve the 2026 mid-year budget amendment as proposed.

ROLL CALL

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

NAYS: None

Motion Carried

Team Facilities – Norton Shores Update

K. Wisniewski reported that the Team Facilities 3-month contract will expire at the end of July. He discussed the list of work orders in progress and completed and shared that Team Facilities coordinated vendors for several needed maintenance services, including yard maintenance, window cleaning, power washing, fire testing/inspection services and pest control.

Public Comment - Second

None.

Board Comment

The Board discussed attendance requirements and options to address the concern with M. Anderson, Legal Counsel, noting that there is one member of the Board that has not regularly attended meetings.

Adjournment:

B. Scolnik adjourned the meeting at 4:58 p.m.

Reviewed by Linda Aerts on June 21, 2026