

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from the Board Meeting on June 19, 2024.

Call to Order: President Sue Boomgaard-Rasch called the meeting to order at 7:46 p.m.

Members Present: Sue Boomgaard-Rasch, Greg Dunn, Stephanie Mayrose, Roland DeVries, Kathi Waldecker, Amy Deming, Norine Fox

Staff Present: Elyshia Hoekstra/Director

Absent: Pat Lindberg, Bob TerAvest

M/S (G. Dunn, R. DeVries) to approve 6/19/2024 agenda (Page 10). Motion carried.

M/S (K. Waldecker, R. DeVries) to approve 5/15/2024 minutes (Pages 11-12). Motion carried.

Public Present/Comments: No public present

Financial Reports:

- A. M/S (K. Waldecker, R. DeVries) to receive and file June Operations: Balance Sheets & Budget vs. Actual (Pages 13-20). Motion carried.**
- B. M/S (S. Mayrose, R. DeVries) to approve May expenditures including ACH transactions #21018-21037 totaling \$16,648.43 (Page 21). Motion carried.**
- C. M/S (N. Fox, R. DeVries) to approve June checks to date, including #20932,21046-2121039 totaling \$17,768,36 (Page 22). Motion carried.**
- D. M/S (K. Waldecker, G. Dunn) to receive and file Statement of Income (Pages 23-24). Motion carried.**
- E. M/S (R. DeVries, S. Mayrose) to receive and file Visa Reconciliation Detail (Pages 25-26). Motion carried.**
A new \$10,000.00 credit limit has been established on the Visa Credit Card.
- F. M/S (R. DeVries, K. Waldecker) to receive and file CADL Building Expansion Budget Performance (Page 27). Motion carried.**
- G. M/S (S. Mayrose, K. Waldecker) to receive and file Flex Administrator's Renewal (Pages 28-29). Motion carried.**
No changes from last year. Some staff have mentioned to Elyshia that \$500.00 Flex limit is not enough to cover basic eye or dental care.
- H. M/S (R. DeVries, N. Fox) to approve an increase of \$150.00 to the Flex Account for all full-time employees. Motion carried.**

Correspondence/Marketing: – Pages 30-32

M/S (K. Waldecker, R. DeVries) to receive and file Correspondence and Marketing (Pages 30-32). Motion carried.

- A. CADL Press Releases
- B. June/July Calendar of Events
- C. Programming Flyers

Director's Report: – Pages 33-35

M/S (K. Waldecker, G. Dunn) to receive and file Director's Report (Pages 33-35). Motion carried.

Virtual Reality equipment has arrived. Kids Food Basket is providing food for Coopersville youth this summer since Coopersville did not qualify for the Meet Up Eat Up program.

Committee Reports: None

New Business:

- A. M/S (G. Dunn, R. DeVries) to approve** CADL Board Meeting Schedule 2024/25 (Page 36). Motion carried.
- B. M/S (S. Mayrose, R. DeVries) to approve** Resolution of “Designation of Authorized Signatures” (Page 37). Motion carried.
- C. M/S (G. Dunn, R. DeVries) to approve** Resolution of “Designation of Fund Depositories” (Page 38). Motion carried.
- D. M/S (R. DeVries, S. Mayrose) to approve** Recommendation from Bookkeeper for Pre-Approved Bills for FY 2024/25 (Page 29). Motion carried.
- E. M/S (N. Fox, R. DeVries) to approve** Carpet Cleaning Quote from Super Clean (Page 40). Motion carried.
- F. M/S (R. DeVries, N. Fox) to approve** Weeding Agreement with Circle of Friends (Page 41). Motion carried.
- G. M/S (R. DeVries, K. Waldecker) to approve** Worker's Comp Renewal with State Farm (Pages 43-50). **MOTION DENIED.**
- H. M/S (K. Waldecker, S. Mayrose) to approve** transferring worker's compensation insurance plan from State Farm to Accident Fund for an annual quoted fee of \$462.00. (Pages 43-50). Motion carried.
Accident Fund will need to conduct an audit in the correct fiscal year.

Unfinished Business: None

Public/Board Comments:

Adjournment: 8:50 p.m.

Next Meeting: Board Meeting July 17, 2024 at 7:00 p.m.