

**Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404**

Minutes from the Board Meeting on October 16, 2024.

Call to Order: President Sue Boomgaard-Rasch called the meeting to order at 7:03 pm.

Members Present: Sue Boomgaard-Rasch, Roland DeVries, Kathi Waldecker, Amy Deming, Pat Lindberg, Norine Fox

Staff Present: Elyshia Hoekstra/Director

Absent: Stephanie Mayrose, Greg Dunn

M/S (K. Waldecker, A. Deming) to approve 10/16/2024 agenda (Page 1). Motion carried.

M/S (K. Waldecker, P. Lindberg) to approve 9/18/2024 Board Minutes (Pages 2-3). Motion carried.

Public Present/Comments: Coopersville resident Tom Nieboer was present.

Financial Reports:

- A. Informational review to receive and file October Operations: Balance Sheets & Budget vs. Actual (Pages 4-9).**
- B. M/S (P. Lindberg, K. Waldecker) to approve September expenditures, including ACH transactions #21123-21127 totaling \$6,558.42 (Page 10).** Motion carried.
- C. M/S (K. Waldecker, A. Deming) to approve October checks to date, including ACH transactions #21128-21147 totaling \$10,688.42 (Page 11).** Motion carried.
- D. Informational review to receive and file Statement of Income (Page 12-14).**
- E. Informational review to receive and file Visa Reconciliation Detail (Pages 15-16).**
- F. Informational review to receive and file CADL Building Expansion Budget Performance (Page 17).**

Correspondence/Marketing: – Pages 18-20 – Informational review to receive and file

- A. CADL Press Releases**
- B. November Calendar of Events**
- C. Programming Flyers**
Sue Boomgaard-Rasch's Mom enjoys the Book Club selections

Director's Report: – Pages 21-24 – Informational review to receive and file

Shades were fixed: one in common area and three in the children's area. Elyshia will check to see if remaining shades will be repaired.

Committee Reports: No current reports

Unfinished Business:

A. Strategic Plan -Final – Pages 25-34

M/S (R. DeVries, P. Lindberg) to approve final draft of the Strategic Plan 2024-2027 (Pages 25-34). Motion carried.

Final draft of the strategic plan will appear on CADL's website. A one-page handout will be available at the circulation desk.

B. Additional Grounds Quotes – Pages 35-42 – Discussion

M/S (A. Deming, K. Waldecker) to approve \$2,430.00 quote from Royalty Lawn and Snow for landscape clean up (Pages 41-42). Motion carried.

C. Signs – Pages 43-44

M/S (R. DeVries, A. Deming) to approve \$350.00 quote from Rapp Signs for the purchase and installation of two parking signs (Pages 43-44). Motion carried.

New Business:

A. Logo Creation Quotes – Pages 45-46 – Discussion

M/S (R. DeVries, P. Lindberg) to approve acceptance of \$1,000.00 quote for new library logo design from Jenny Grace (Pages 45-46). Motion carried.

B. Special Projects Assistant Job Description – Pages 47-48 – Discussion

M/S (R. DeVries, A. Deming) to approve Special Projects Assistant Job Description (Pages 47-48) and to have Elyshia proceed with filling the position. Motion carried.

Public/Board Comments: **Public Present/Comments:** Mr. Nieboer shared that he was attending the meeting so he could become more involved in the Coopersville community. He praised the library's programming and said he often brings his child to the children's programs. During the board's discussion of landscaping he suggested that the board consider utilizing volunteers.

Adjournment: 8:30 pm

Next Board Meeting: November 20, 2024 at 7:00 pm