

Coopersville Area District Library
333 Ottawa Street
Coopersville MI 49404

MINUTES FROM THE REGULAR BOARD MEETING ON: AUGUST 21, 2019

Call to Order: Judy Vandongen called the meeting to order at 6:55 pm.

Members present: Judy VanDongen, Arno Driedger, Roland DeVries, Stephanie Mayrose, Pat Lindberg, Sarah Weber, Norine Fox, Bob TerAvest

Absent:

Staff present: LaVonne Marshall

Approval of Agenda: M/S (A Driedger, S. Weber) to approve 8/21/2019 agenda. Motion carried.

Approval of Board Minutes: M/S (B. TerAvest, S. Mayrose) to approve 7/17/2019 board minutes with the correction on the date of the August board meeting under the "Next Meeting" item. Motion carried.

Public Comment: None

Financial Reports:

A). M/S (B. TerAvest, S. Weber) to receive and file August 2019 General Operations Balance Sheet & Budget vs. Actual. Motion carried.

B). M/S (P. Lindberg, B. TerAvest) to approve July expenditures #19491 - 19498 transactions. Motion carried.

C). M/S (S. Weber, P. Lindberg) to approve August checks to date #19499 - 19516 including ACH transactions totaling \$26,899.56. Motion carried.

D). M/S (S. Mayrose, P. Lindberg) to receive and file August Statement of Income. Motion carried.

E). M/S (B. TerAvest, S. Mayrose) to receive and file Mastercard Reconciliation Detail. Motion carried.

F). M/S (A. Driedger, S. Mayrose) to receive and file CADL Building Expansion Budget Performance report. Motion carried.

G). M/S (B. TerAvest, P. Lindberg) to receive and file Choice One CD Renewal notice. Motion carried.

H). M/S (B. TerAvest, R. DeVries) to receive and file GHACF Fund Reports. Westrate, NEODL, Parr (Memorial),

Correspondence/Marketing: M/S (P. Lindberg, R. DeVries) to receive and file. Motion carried.

A. CADL Press Releases

B. Fine Forgiveness Flyer

C. Summer Reading Club Thank You letters

D. Happy Hula @ the Library

E. Adult Craft Night

F. Fall Story Time

G. ISD Play & Learn flyer

H. Saturday Story Time Flyer

Discussion regarding the Fine Forgiveness Program the library is running for August and September generated conversation about a patron who has a significant bill for non-returned items. R. DeVries suggested that the library get local law enforcement involved to help recover these items. The library uses Unique Management Services to help recover long overdue items and collect large fine amounts. LaVonne will research whether the library will be within the privacy laws before contacting local law enforcement.

M/S (B. TerAvest, R. DeVries) to receive and file the July Director's Report. Motion carried.

M/S (A. Driedger, P. Lindberg) to approve Director's request to be closed to the public on October 29 for an inservice day since LLC will be migrating the shared server and no services will be available to the public.

Committee Reports: None

New Business:

A). M/S (R. DeVries, S. Weber) to approve September 2019 library programs listed on Calendar of Events. Motion carried.

B). M/S (A. Driedger, R. DeVries) to receive and file City of Coopersville Board and Commission Application (Norine Fox). Motion approved.