

Coopersville Area District Library
333 Ottawa Street
Coopersville MI 49404

MINUTES FROM THE REGULAR BOARD MEETING ON: FEBRUARY 20, 2019

Call to Order: Judy Vandongen called the meeting to order at 7:00 pm.

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

Absent: Meg LeMieux, Sarah Weber

Staff present: LaVonne Marshall

Approval of Agenda: M/S (B. TerAvest, A. Driedger) to approve 2/20/2019 agenda. Motion carried.

Approval of Board Minutes: M/S (A. Driedger, P. Lindberg) to approve 1/16/2018 board minutes. Motion carried.

Public Comment:

Financial Reports:

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

B). M/S (P. Lindberg, A. Driedger) to approve January expenditures #19343 – #19350 including ACH transactions totaling \$7,475.39. Motion carried.

C). M/S (A. Driedger, R. DeVries) to approve February checks to date #19351 - #19737 totaling \$28,174.42. Motion carried.

D). M/S (R. DeVries, B. TerAvest) to receive and file February Statement of Income. Motion carried.

E). M/S (P. Lindberg, A. Driedger) to receive and file January Mastercard Reconciliation Detail. Motion carried.

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

G. M/S (A. Driedger, B. TerAvest) to receive and file CACF Fund statements. Motion carried.

Correspondence/Marketing: M/S (A. Driedger, S. Mayrose) to receive and file. Motion carried.

A. CADL Press Releases

B. MI Dept. of Treasury Preliminary Review of Underfunded Status letter

C. Resignation – Barb Strack

D. T-Rex Tea Time Story Time

E. Fundraiser for Coopersville Rotary

F. Genealogy Club Flyer

G. Dr. Seuss Birthday Bash flyer

H. Music at the Library – Satin Saxes flyer

I. Strategic Planning- A Workshop For Library Board Trustees

M/S (P. Lindberg, A Driedger) to receive and file the February Director's Report.

Closing for inclement weather was a topic for discussion. R. DeVries wanted trustees and LaVonne to know that his place of employment did not close for hazardous weather conditions and employees received no pay if they did not show up for work. P. Lindberg voiced support to close the library for hazardous weather conditions especially when the State Police requested that people to stay off the roads. A. Driedger wondered what the libraries obligation was to be open to the public during storms and bad weather since the Downtown Development Authority (DDA) had provided funds for a standby back-up generator. LaVonne reminded board members that the original agreement with the DDA was that the library would keep its regular hours during a power outage to allow patrons to use the library for computers and cell phone charging with the idea that the library was a hub for communication during a power outage and not a place of refuge where meals were served and beds provided. The agreement signed by the library and the DDA stated that the library would not provide meals or house patrons during an emergency. LaVonne will include the original agreement as

part of the next month's board packet. A. Driedger said he would speak to local law enforcement about what the city's expectation for library services would be in case of emergency.

R. DeVries expressed dissatisfaction with the management of the snow removal on the Ottawa side of the building stating that the asphalt pad was not adequately cleared and there was not a cleared walkway to the ramp. LaVonne will speak with Phil's Snow Plow service to request that they keep that area cleared.

A. Driedger said he had a complaint from a patron who frequents the library regularly and needs to use the handicapped parking lot. This individual who uses a wheelchair thought that placement of the handicapped parking and ramp should be on the parking lot side of the building and not on the Ottawa side to better serve wheelchair patrons. LaVonne reminded the board that placement of the handicapped parking and the ramp was carefully considered during the planning stages of the renovation and that residents of the assisted living facility next door to the library had asked for the ramp to remain on the Ottawa side. The board considered building ramps on both sides of the building but rejected the idea due to the expense.

New Business:

A). M/S (S. Mayrose, A. Driedger) to approve March 2019 library programs listed on Calendar of Events. A. Dreidger pointed out that the Genealogy Club meeting was not included on the calendar. Motion carried.

B. M/S (A. Driedger, B. TerAvest) to receive and file OverDrive circulation LLC wide. Motion carried.

C. M/S (R. DeVries, B. TerAvest) to approve MI Department of Treasury Waiver request (form 5583). Motion carried.

Unfinished Business: None

Public/board Comments:

Next Meeting: March 20, 2019

Adjournment: 8:00 pm