

# Coopersville Area District Library

## Monthly Board Meeting

**Date:** March 20, 2024

**Time:** 7:00 pm

**Place:** 333 Ottawa Street, Coopersville MI 49404

### AGENDA

1. **Call to Order**
2. **Approval of Agenda** p. 1 **(MOTION TO APPROVE)**
3. **Approval of the Minutes** p.2-3 **(MOTION TO APPROVE)**
4. **Public Comment:**
5. **Board Development:**
6. **Financial Reports**
  - A. March Operations: Balance Sheets & Budget vs. Actual o.4-6 **(MOTION TO RECEIVE & FILE)**
  - B. Approve February expenditures, including ACH transactions #20944-20960 totaling \$35,681.85 p.7 **(MOTION TO APPROVE)**
  - C. Approve March checks to date, including ACH transactions #20961-20974 totaling \$20,944.77 p. 8 **(MOTION TO APPROVE)**
  - D. Statement of Income p.9 **(MOTION TO RECEIVE & FILE)**
  - E. VISA Reconciliation Detail p.10-11 **(MOTION TO RECEIVE & FILE)**
  - F. CADL Building Fund Budget Performance p.12 **(MOTION TO RECEIVE & FILE)**
  - G. Coopersville Area Community Foundation Fund Requests p.13-16 **(MOTION TO APPROVE)**
  - H. Constantine Service Agreement p. 17 **(MOTION TO RECEIVE & FILE)**
  - I. Cummins Oil Sampling Results p. 18-20 **(MOTION TO RECEIVE & FILE)**
7. **Correspondence/Marketing** p. 21-23 **(MOTION TO RECEIVE & FILE)**
  - A. CADL Press Releases
  - B. April Calendar of Events
  - C. Programming Flyers
8. **Director's Report** – p 24-32 **(MOTION TO APPROVE)**
  - A. Solar Panel Information
  - B. Friends Meeting Minutes (not yet available)
9. **Committee Reports:**
10. **Unfinished Business** **(MOTION TO APPROVE)**
11. **New Business**
  - A. CoMerica Account Recommendation p. 33 **(MOTION TO APPROVE)**
12. **Public/board Comments:**
13. **Next Meeting:** Board meeting April 17, 2024 at 7pm

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

**Minutes from the Board Meeting on February 21, 2024.**

**Call to Order:** President Sue Boomgaard-Rasch called the meeting to order at 6:58 p.m.

**Members Present:** Sue Boomgaard-Rasch, Pat Lindberg, Greg Dunn, Bob TerAvest, Roland DeVries, Stephanie Mayrose, Kathi Waldecker, Norine Fox

**Staff Present:** Elyshia Hoekstra/Director, Kim Lothschutz/Bookkeeper

**Absent:** None

**M/S (R. DeVries, K. Waldecker) to approve** 2/21/2024 agenda (Page 1). Motion carried.

**M/S (R. DeVries, P. Lindberg) to approve** 1/17/2024 minutes (Pages 2-3). Motion carried.

**Public Present/Comments:** None

**Board Development:**

Audit Presentation – Ian Rees with Gabridge & Co.

*Ian Rees distributed copies of the 2023 audit report and reviewed its highlights. CADL received a “clean” audit and passed. The audit report was submitted to the state.*

**Financial Reports:**

- A. M/S (B. TerAvest, R. DeVries) to receive and file** February Operations: Balance Sheets & Budget vs. Actual (Pages 4-6). Motion carried.
- B. M/S (R. DeVries, B. TerAvest) to approve** January expenditures, including ACH transactions #20912-20932 totaling \$17,342.67 (Page 7). Motion carried.
- C. M/S (B. TerAvest, P. Lindberg) to approve** February checks to date #20933-20943 totaling \$17,102.88 (Page 8). Motion carried.
- D. M/S (K. Waldecker, R. DeVries) to receive and file** Statement of Income and CADL Building Fund Budget Performance (Pages 9-11). Motion carried.
- E. M/S (B. TerAvest, R. DeVries) to receive and file** Visa Reconciliation Detail (Page 12-13). Motion carried.
- F. M/S (K. Waldecker, P. Lindberg) to receive and file** Coopersville Area Community Foundation Statements (Pages 14-18). Motion carried.

**Correspondence/Marketing – Pages 19-22**

**M/S (S. Mayrose, K. Waldecker) to receive and file** Correspondence and Marketing (Pages 19-22). Motion carried.

- A. CADL Press Releases
- B. March Calendar of Events
- C. Programming Flyers

*The library will have a more passive participation in the Quilt Show this year. Quilts will be displayed in the community room and an adult quilt craft night may be scheduled.*

**Director's Report** – Pages 23-27

**M/S (B. TerAvest, R. DeVries) to receive and file** Director's Report (Pages 23-27). Motion carried.

*Elyshia shared that 75 "1,000 Books by Kindergarten!" t-shirts have been ordered since many young readers are completing the reading challenge. Library is adding to Hoopla and may change from 6 checkouts to 5 in order to provide more people access but to fewer books. Elyshia is looking into applying for a solar grant.*

A. Friends Meeting Minutes – Page 27

**Committee Reports:** None

**Unfinished Business:**

A. **M/S (R. DeVries, S. Mayrose) to approve** Windmill Plumbing Updated Plumbing Quote which is \$1,000.00 more than original quote (Page 28). Motion carried.

*Quote increased because of a hidden concrete slab which caused a rerouting of the new sump pump line to the detention pond.*

B. **Retention Pond Quote** – Page 29 – Discussion

**M/S (R. DeVries, G. Dunn) to approve** AWM Water Features Quote of \$1,475.00 for Detention Pond Mowing and Drain Maintenance (Page 29). Motion carried.

C. **M/S (P. Lindberg, S. Boomgaard-Rasch) to approve** PTO Policy Revision (Lawyer Review). Motion carried.

**New Business:**

**M/S (B. TerAvest, N. Fox) to approve** Window and Gutter Cleaning Quote (Page 30). Motion carried.

**Public/Board Comments:** None

**Adjournment:** 8:22 p.m.

**Next Meeting:** Board Meeting March 20, 2024 at 7:00 p.m.

# COOPERSVILLE AREA DISTRICT LIBRARY

## Balance Sheet As of March 11, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
101-001 Choice One - Checking	202,197.14
101-002 CoMerica Savings Account	57,226.25
101-003 ICS-FDIC Savings	194,142.43
101-004 Building Debt Fund	151,084.76
101-005 Murray CD	13,846.48
101-006 Capital Fund	33,017.46
<b>Total Bank Accounts</b>	<b>\$651,514.52</b>
Accounts Receivable	
101-018 Accounts Receivable	866.94
<b>Total Accounts Receivable</b>	<b>\$866.94</b>
Other Current Assets	
101-019 Accounts Receivable, other	0.00
1499 Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$652,381.46</b>
<b>TOTAL ASSETS</b>	<b>\$652,381.46</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
101-202 Accounts Payable	2,081.25
202-2 Auditor Accounts Payable	511.74
<b>Total 101-202 Accounts Payable</b>	<b>2,592.99</b>
<b>Total Accounts Payable</b>	<b>\$2,592.99</b>
Credit Cards	
101-211 VISA	1,618.33
<b>Total Credit Cards</b>	<b>\$1,618.33</b>
Other Current Liabilities	
101-206 Accounts Payable, other	0.00
101-258 Payroll Liabilities	2,952.71
Alerus Retirement	-133.95
Alerus Retirement	201.16

# COOPERSVILLE AREA DISTRICT LIBRARY

## Balance Sheet As of March 11, 2024

	TOTAL
<b>Total Alerus Retirement</b>	<b>67.21</b>
Federal Taxes (941/943/944)	1,359.65
Health Insurance-20% of premium	38.45
MI Income Tax	1,299.43
MI Local Tax	53.61
Muskegon City Estra Tax	100.00
<b>Total 101-258 Payroll Liabilities</b>	<b>5,871.06</b>
101-259 Due to Other Funds	0.00
2110 Direct Deposit Liabilities	0.00
241 Due to Murray Trust	0.00
Direct Deposit Payable	0.00
PPP-3 Unearned Federal PPP Loan	0.00
<b>Total Other Current Liabilities</b>	<b>\$5,871.06</b>
<b>Total Current Liabilities</b>	<b>\$10,082.38</b>
<b>Total Liabilities</b>	<b>\$10,082.38</b>
Equity	
101-370 Committed Fund Balance	250,000.00
3000 Opening Bal Equity	239,288.14
3900 Retained Earnings	4,999.28
Net Income	148,011.66
<b>Total Equity</b>	<b>\$642,299.08</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$652,381.46</b>

## COOPERSVILLE AREA DISTRICT LIBRARY

## Operations Profit &amp; Loss - Budget vs Actual Report

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
101-401 Property Taxes	280,816.07	335,350.00	-54,533.93	83.74 %
101-539 State	14,070.74	30,500.00	-16,429.26	46.13 %
101-580 Local Grants	5,150.25	12,250.00	-7,099.75	42.04 %
101-600 Charges for Services	3,332.54	4,520.00	-1,187.46	73.73 %
101-655 Fines & Forfeitures	3,710.24	42,200.00	-38,489.76	8.79 %
101-664 Investment Earnings	5,168.25	800.00	4,368.25	646.03 %
101-672 Other Revenue	1,919.43	3,600.00	-1,680.57	53.32 %
101-690 Other Financing Sources	232.64	58,700.00	-58,467.36	0.40 %
<b>Total Income</b>	<b>\$314,400.16</b>	<b>\$487,920.00</b>	<b>\$ -173,519.84</b>	<b>64.44 %</b>
<b>GROSS PROFIT</b>	<b>\$314,400.16</b>	<b>\$487,920.00</b>	<b>\$ -173,519.84</b>	<b>64.44 %</b>
<b>Expenses</b>				
101-701 Personnel Services	162,221.70	309,355.00	-147,133.30	52.44 %
101-726 Supplies	6,744.19	8,050.00	-1,305.81	83.78 %
101-800 Other Services & Charges	49,428.43	93,190.00	-43,761.57	53.04 %
101-970 Capital Outlay	34,935.93	60,300.00	-25,364.07	57.94 %
<b>Total Expenses</b>	<b>\$253,330.25</b>	<b>\$470,895.00</b>	<b>\$ -217,564.75</b>	<b>53.80 %</b>
<b>NET OPERATING INCOME</b>	<b>\$61,069.91</b>	<b>\$17,025.00</b>	<b>\$44,044.91</b>	<b>358.71 %</b>
<b>NET INCOME</b>	<b>\$61,069.91</b>	<b>\$17,025.00</b>	<b>\$44,044.91</b>	<b>358.71 %</b>

# General Checking Detail February 20th - 29th, 2024 Page 7

02/05/2024		240205P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$38.46
02/07/2024		TAX WRIGHT TOWNSHIP COOPERSVILLE LIBRARY CCD	\$24,901.78
02/08/2024		240208P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$53.39
02/08/2024		DEPOSIT/CREDIT - Murray CD	\$5,146.12
02/09/2024		DEPOSIT/CREDIT	\$78.98
02/12/2024		240212P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$4.77
02/12/2024		Tax Monies	\$21,927.85
02/12/2024		240212P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$7.69
02/14/2024		240214P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$0.87
02/15/2024		240215P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$5.74
02/16/2024		DEPOSIT/CREDIT	\$110.79
02/20/2024		240219P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$38.86
02/21/2024		LGIP MCLA0513 COOPERSVILLE AREA DIST CCD	\$6,692.31
02/22/2024		240222P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$31.07
02/22/2024		Property Taxes	\$9,517.31
02/23/2024		TAX WRIGHT TOWNSHIP COOPERSVILLE LIBRARY CCD	\$31,074.91
02/23/2024		DEPOSIT/CREDIT	\$118.60
02/26/2024		240226P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$11.39
02/26/2024		DEPOSIT/CREDIT	\$28,032.65
02/27/2024		240227P2 SQUARE INC COOPERSVILLE AREA DIST PPD	\$2.43
02/27/2024		TAX WRIGHT TOWNSHIP COOPERSVILLE LIBRARY CCD	\$147.41
02/28/2024		INTEREST DEPOSIT	\$117.07
02/29/2024		INTEREST DEPOSIT	\$5.11
02/29/2024	ACH	MERS	-\$1,545.00
02/23/2024	ACH	ACH FILE ALERUS RETIREMEN 659568COOPERSVILLE DIS CCD	-\$133.95
02/21/2024	Payroll	Pay Period: 02/04/2024-02/17/2024	-\$5,593.59
02/15/2024	Transfer	FUNDING CD 10622	-\$13,846.48
02/29/2024	Transfer	January & February 2024 Bond Payments	-\$6,290.13
02/12/2024	20944	Baker & Taylor	-\$1,741.59
02/12/2024	20945	Heimler Consulting	-\$462.49
02/12/2024	20946	ADT Commercial	-\$84.42
02/12/2024	20947	Unique Management Services	-\$9.85
02/12/2024	20949	Streamline	-\$1,500.00
02/12/2024	20950	Visa	-\$2,188.71
02/19/2024	20951	AWM Water Features	-\$90.00
02/19/2024	20952	Shannon Donley	-\$14.41
02/19/2024	20953	Cengage Learning	-\$172.44
02/19/2024	20954	DHE Plumbing and Mechanical	-\$25.00
02/19/2024	20955	Michigan Gas Utilities	-\$274.94
02/19/2024	20956	Spoon Man Inc.	-\$100.00
02/26/2024	20957	Allthread Ink	-\$582.50
02/29/2024	20958	Constantine Irrigation Inc.	-\$494.00
02/29/2024	20959	U.S. Bank Equipment Finance	-\$272.60
02/29/2024	20960	Muskegon Fire Equipment	-\$419.75
			<b>\$92,223.71</b>

**General Operations Checking Account  
March 1st - 11th, 2024**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
03/01/2024		DEPOSIT/CREDIT	6.72
03/01/2024		DEPOSIT/CREDIT	138.55
03/04/2024		DEPOSIT/CREDIT	6.33
03/05/2024		DEPOSIT/CREDIT	73.97
03/06/2024		DEPOSIT/CREDIT	12.46
03/07/2024		DEPOSIT/CREDIT	56.15
03/08/2024		DEPOSIT/CREDIT	13.93
03/08/2024		DEPOSIT/CREDIT	186.52
03/06/2024		Payroll	(5,704.89)
03/01/2024		Priority Health	(416.53)
03/04/2024		IRS	(2,767.78)
03/08/2024	20961	DellyBelly Bakery	(71.99)
03/01/2024	20962	Visa	(3,215.00)
03/04/2024	20963	Shine of Holland	(1,135.00)
03/04/2024	20964	Consumers Energy	(940.03)
03/04/2024	20965	Midwest Tape- Hoopla	(675.00)
03/04/2024	20966	Midwest Tape	(39.99)
03/04/2024	20967	New Views LLC	(801.66)
03/04/2024	20968	AcenTek ascending Technology	(16.80)
03/04/2024	20969	Sanilac Computer Products	(220.00)
03/07/2024	20970	Baker & Taylor	(1,181.12)
03/07/2024	20971	OverDrive	(6.76)
03/18/2024	20972	T-Mobile	(287.00)
03/11/2024	20973	Unique Management Services	(9.85)
03/11/2024	20974	Windmill Plumbing	(3,950.00)
			<b>(20,944.77)</b>



## Coopersville Area District Library

## Statement of Financial Income

July 2023 - June 2024

	1-GENERAL OPERATIONS	2-DEBT SERVICE PAYMENT	3-CAPITAL PROJECTS	MURRAY FUND CD	TOTAL
<b>Income</b>					
101-401 Property Taxes	280,816.07	126,588.69	0.00	0.00	\$407,404.76
101-539 State	14,260.74	2,248.61	0.00	0.00	\$16,509.35
101-580 Local Grants	5,763.25	0.00	0.00	0.00	\$5,763.25
101-600 Charges for Services	3,342.39	0.00	0.00	0.00	\$3,342.39
101-655 Fines & Forfeitures	3,710.24	0.00	0.00	0.00	\$3,710.24
101-664 Investment Earnings	5,168.25	489.44	19.42	145.36	\$5,822.47
101-672 Other Revenue	3,629.43	0.00	0.00	0.00	\$3,629.43
101-690 Other Financing Sources	11,264.05	0.00	0.00	0.00	\$11,264.05
Services	856.99	0.00	0.00	0.00	\$856.99
<b>Total Income</b>	<b>\$328,811.41</b>	<b>\$129,326.74</b>	<b>\$19.42</b>	<b>\$145.36</b>	<b>\$458,302.93</b>
GROSS PROFIT	\$328,811.41	\$129,326.74	\$19.42	\$145.36	\$458,302.93
<b>Expenses</b>					
<b>Total Expenses</b>					<b>\$0.00</b>
NET OPERATING INCOME	\$328,811.41	\$129,326.74	\$19.42	\$145.36	\$458,302.93
NET INCOME	\$328,811.41	\$129,326.74	\$19.42	\$145.36	\$458,302.93

COOPERSVILLE AREA DISTRICT LIBRARY

101-211 VISA, Period Ending 03/01/2024

RECONCILIATION REPORT

Reconciled on: 03/04/2024

Reconciled by: Kim Lothschutz

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	2,188.71
Charges and cash advances cleared (34)	3,242.57
Payments and credits cleared (4)	-2,216.28
Statement ending balance	3,215.00
Uncleared transactions as of 03/01/2024	1,145.20
Register balance as of 03/01/2024	4,360.20

Details

Charges and cash advances cleared (34)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/30/2024	Expense		Oriental Trading	50.94
02/01/2024	Expense		Temu	46.55
02/01/2024	Expense		Google LLC	57.60
02/01/2024	Expense		Amazon.com	33.57
02/04/2024	Expense		Dollar Tree	1.33
02/04/2024	Expense		Intuit	41.95
02/06/2024	Expense		Coopersville Cares	23.00
02/06/2024	Expense		Coopersville Cares	11.00
02/08/2024	Expense		WalMart	3.94
02/08/2024	Expense		Michigan Library Association	355.00
02/09/2024	Expense		Target	58.20
02/09/2024	Expense		WuFoo	19.00
02/13/2024	Expense		Amazon.com	19.96
02/13/2024	Expense		Amazon.com	8.79
02/15/2024	Expense		Amazon.com	81.27
02/15/2024	Expense		Amazon.com	19.99
02/15/2024	Expense		Amazon.com	58.79
02/16/2024	Expense		Quill	67.98
02/18/2024	Expense		Vonage	136.41
02/18/2024	Expense		Amazon.com	19.98
02/20/2024	Expense		Amazon.com	24.29
02/21/2024	Expense		Intuit	76.50
02/21/2024	Expense		ADT Security Services (VISA)	58.89
02/23/2024	Expense		family dollar	6.65
02/23/2024	Expense		Family Fare	25.00
02/26/2024	Expense		Amazon.com	19.96
02/26/2024	Expense		ProQuest LLC	1,611.08
02/27/2024	Expense		Amazon.com	9.09
02/28/2024	Expense			20.75
02/29/2024	Expense		WalMart	14.48
02/29/2024	Expense		Amazon.com	11.79
02/29/2024	Expense		Dollar Tree	2.65
02/29/2024	Expense		WalMart	14.20
02/29/2024	Expense			231.99

Total 3,242.57

Payments and credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/12/2024	Credit Card Payment	20950	Visa	-2,188.71
02/14/2024	Credit Card Credit		Amazon.com	-4.96

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/29/2024	Credit Card Credit		Amazon.com	-16.71
02/29/2024	Credit Card Credit		Amazon.com	-5.90
Total				-2,216.28

**Additional Information**

Uncleared charges and cash advances as of 03/01/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/08/2024	Expense		Cummins Sales & Service	940.52
02/29/2024	Expense		Quill	147.08
03/01/2024	Expense		Google LLC	57.60
Total				1,145.20

# COOPERSVILLE AREA DISTRICT LIBRARY

## Building Fund Profit & Loss - Budget vs Actual Report

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
101-401 Property Taxes	126,588.69	131,500.00	-4,911.31	96.27 %
101-664 Investment Earnings	489.44	400.00	89.44	122.36 %
<b>Total Income</b>	<b>\$127,078.13</b>	<b>\$131,900.00</b>	<b>\$ -4,821.87</b>	<b>96.34 %</b>
GROSS PROFIT	<b>\$127,078.13</b>	<b>\$131,900.00</b>	<b>\$ -4,821.87</b>	<b>96.34 %</b>
Expenses				
101-800 Other Services & Charges	500.00	10.00	490.00	5,000.00 %
<b>Total Expenses</b>	<b>\$500.00</b>	<b>\$10.00</b>	<b>\$490.00</b>	<b>5,000.00 %</b>
NET OPERATING INCOME	<b>\$126,578.13</b>	<b>\$131,890.00</b>	<b>\$ -5,311.87</b>	<b>95.97 %</b>
NET INCOME	<b>\$126,578.13</b>	<b>\$131,890.00</b>	<b>\$ -5,311.87</b>	<b>95.97 %</b>



February 13, 2024

Coopersville Area District Library  
Attn: Elyshia Hoekstra  
333 Ottawa  
Coopersville, MI 49404

*Received  
2-22-24  
Elyshia*

Dear Friends,

We are pleased to inform you of the amount available to request from the Robert and Judy VanDongen Fund held here at the Community Foundation for 2024. Following the Foundation's spending policy, the spendable amount for the upcoming fiscal year is determined each year as 4% of the average of the previous 12 rolling quarters' average market value of the fund balance of each individual fund managed as an endowment within the Foundation, ending December 31st. In addition, per IRS Regulations, the term FASB is a financial designation used internally to separate donations from the non-profit organization and donations given by third party donors for the non-profit organization. This year, your fund's spendable is:

NEODL: \$1,164.00

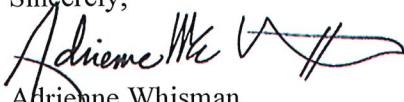
You may submit a written request, via the enclosed grant recommendation form, for this distribution at any time during the 2024 calendar year. To ensure your request can be processed in a timely manner, we strongly recommend submission occur before November 15. **In addition to the attached form, a copy of the minutes approving this action from your organization's Board of Directors is required for distribution.**

In the event that the distribution is not taken by December 31, 2024, these funds will simply roll back into the principal portion of your fund and continue to grow the fund balance. A reminder will be sent electronically in the third quarter of 2024. If you would like to update the email contact on file, please reach out at your earliest convenience.

Thank you for following this procedure to ensure that we are honoring the intention for these funds as designated by your organization. For questions about updating your fund, please contact Chris Riker, [criker@ghacf.org](mailto:criker@ghacf.org). If you have any questions regarding this distribution process or your fund's purpose, please email Holly Cole at [hcole@ghacf.org](mailto:hcole@ghacf.org).

We are happy to partner with you to help build your fund and to support your valuable work in the community. Additionally, we are always here to help you with ideas to raise awareness and dollars for your fund, please don't hesitate to reach out.

Sincerely,

  
Adrienne Whisman  
Philanthropic Services Associate  
Grand Haven Area Community Foundation

  
Holly Cole  
Vice President of Grants & Program  
Grand Haven Area Community Foundation

*Enclosure*



Allendale

Community Foundation



Grand Haven Area

Community Foundation



Coopersville Area

Community Foundation

# Recommendation for Grant Distribution from Organization Funds

Date: 3-20-24

Holly Cole, Vice President of Grants & Program  
Grand Haven Area Community Foundation  
6 Sherman Ave.  
Grand Haven, MI 49417

Dear Holly:

Please let this letter serve as our recommendation for a grant in the amount of 1,164 from our Fund(s):

NEODL

The grant will be used to support adult services and programs. This project is in accordance with our Fund Agreement with the Grand Haven Area Community Foundation. Attached is a copy of the Minutes approving this action from the meeting of the Board of Directors held on 3-20-24.

Non-FASB account \$ 1,164

FASB account \$ \_\_\_\_\_

Sincerely,

\_\_\_\_\_  
Board President or Chair

\_\_\_\_\_  
Treasurer (or equivalent member of  
the Executive Committee)

**Our Organization's contact information is as follows:**

Organization Name: Coopersville Area District Library

Address: 333 Ottawa St

City: Coopersville

State: MI Zip Code: 49404

Preferred Contact's Name: Elyshia Hookston

Contact's Email: director@coopersvillelibrary.org

Check here to confirm that a copy of the Minutes approving this request is enclosed.



**Allendale**  
Community Foundation



**Grand Haven Area**  
Community Foundation



**Coopersville Area**  
Community Foundation

February 13, 2024

Coopersville Area District Library  
Attn: Elyshia Hoekstra  
333 Ottawa  
Coopersville, MI 49404

*Received  
2-22-24  
EJH*

Dear Friends,

We are pleased to inform you of the amount available to request from the Westrate Children's Library Endowment Fund held here at the Community Foundation for 2024. Following the Foundation's spending policy, the spendable amount for the upcoming fiscal year is determined each year as 4% of the average of the previous 12 rolling quarters' average market value of the fund balance of each individual fund managed as an endowment within the Foundation, ending December 31st. In addition, per IRS Regulations, the term FASB is a financial designation used internally to separate donations from the non-profit organization and donations given by third party donors for the non-profit organization. This year, your fund's spendable is:

WESTRA: \$3,575.00  
WESTRA-F: \$756.00


You may submit a written request, via the enclosed grant recommendation form, for this distribution at any time during the 2024 calendar year. To ensure your request can be processed in a timely manner, we strongly recommend submission occur before November 15. **In addition to the attached form, a copy of the minutes approving this action from your organization's Board of Directors is required for distribution.**

In the event that the distribution is not taken by December 31, 2024, these funds will simply roll back into the principal portion of your fund and continue to grow the fund balance. A reminder will be sent electronically in the third quarter of 2024. If you would like to update the email contact on file, please reach out at your earliest convenience.

Thank you for following this procedure to ensure that we are honoring the intention for these funds as designated by your organization. For questions about updating your fund, please contact Chris Riker, [criker@ghacf.org](mailto:criker@ghacf.org). If you have any questions regarding this distribution process or your fund's purpose, please email Holly Cole at [hcole@ghacf.org](mailto:hcole@ghacf.org).

We are happy to partner with you to help build your fund and to support your valuable work in the community. Additionally, we are always here to help you with ideas to raise awareness and dollars for your fund, please don't hesitate to reach out.

Sincerely,

  
Adrienne Whisman  
Philanthropic Services Associate  
Grand Haven Area Community Foundation

  
Holly Cole  
Vice President of Grants & Program  
Grand Haven Area Community Foundation

Enclosure



Allendale

Community Foundation



Grand Haven Area

Community Foundation



Coopersville Area

Community Foundation

# Recommendation for Grant Distribution from Organization Funds

Date: \_\_\_\_\_

Holly Cole, Vice President of Grants & Program  
Grand Haven Area Community Foundation  
6 Sherman Ave.  
Grand Haven, MI 49417

Dear Holly:

Please let this letter serve as our recommendation for a grant in the amount of 4,331.00 from our Fund(s):

WESTRIA, WESTRIA-F

The grant will be used to support Children's services and programs. This project is in accordance with our Fund Agreement with the Grand Haven Area Community Foundation. Attached is a copy of the Minutes approving this action from the meeting of the Board of Directors held on \_\_\_\_\_.

Non-FASB account \$ 3575.00

FASB account \$ 756.00

Sincerely,

\_\_\_\_\_  
Board President or Chair

\_\_\_\_\_  
Treasurer (or equivalent member of  
the Executive Committee)

**Our Organization's contact information is as follows:**

Organization Name: Coopersville Area District Library

Address: 333 Ottawa St

City: Coopersville

State: MI Zip Code: 49406

Preferred Contact's Name: Elyshia Hoekstra

Contact's Email: director@coopersvillelibrary.org

Check here to confirm that a copy of the Minutes approving this request is enclosed.





# Service Agreement

Coopersville Area District Library  
 Elyshia Hoekstra  
 333 Ottawa St  
 Coopersville Mi 49404  
 837-6809

SAVE 5% .....  
 On Your Sprinkling Service

This early Service Agreement offer not only saves you money, but also gives you preferred customer status mid-season repairs are required, preferred customers always take priority. Your agreement includes:

**SPRING SERVICE: (April-June)**

Turn sprinkler system on, reactivate controller and program controller system, inspect system for coverage and adjustments, reactivate pump and filter system. Any additional repairs will be invoiced separately.

**SUMMER SERVICE: (July, August)**

Check system for leaks, proper coverage and operation. Any additional repairs will be invoiced separately.

**FALL SERVICE: (October, November)**

Turn off water source and drain to prevent freezing, remove and winterize pumping units and filters when necessary, set controller for off season.

This agreement does not include materials, only labor for the above mentioned services. Any additional service and parts required will be billed on a time and materials basis.

Please circle service(s) desired:

Spring Service	Summer Service	Fall Service	Total of all Services	PrePay Price
185.00	150.00	185.00	520.00	494.00

To qualify for the specified service(s) above please return remittance and original signed agreement by MARCH 10

\*\*\* PAYMENT OF ALL THREE SERVICES MUST ACCOMPANY THIS AGREEMENT TO QUALIFY FOR THE PRE-PAY PRICE\*\*\*

Signature Elyshia Hoekstra Date 2-22-24

Overall report severity based on comments.

Account Information		Component Information		Sample Information	
Account Number: CUMDBU-0103-1540 Company Name: COOPERSVILLE DISTRICT LIBRARY Contact: ELYSHHIA HOEKSTRA Address: 333 OTTAWA ST COOPERSVILLE Phone Number: 616-837-6809		Component ID: F170197518 E Secondary ID: C100NG GG06-1750031 CENTER Component Type: NATURAL GAS ENGINE Manufacturer: CUMMINS Model: QJS5.9G Application: POWER GENERATION Sump Capacity:		Tracking Number: 24025F26709 Lab Number: I-893033 Lab Location: Indianapolis Data Analyst: QWS Sampled: 13-Feb-2024 Received: 21-Feb-2024 Completed: 22-Feb-2024	
Filter Information		Miscellaneous Information		Product Information	
Filter Type: Information Requested Micron Rating: 0		Miscellaneous: CSSNAS3-60136		Product Manufacturer: VALVOLINE Product Name: PREMIUM BLUE ONE SOLUTION GEN2 Viscosity Grade: SAE 15W40	
Comments	Flagged data does not indicate an immediate need for maintenance action. Continue to observe the trend and monitor equipment and fluid conditions. Manganese sources in engines include manganese/bronze valve guides and/or a fuel additive; Please provide this units sump capacity with next sample. Lubricant and filter change acknowledged.				

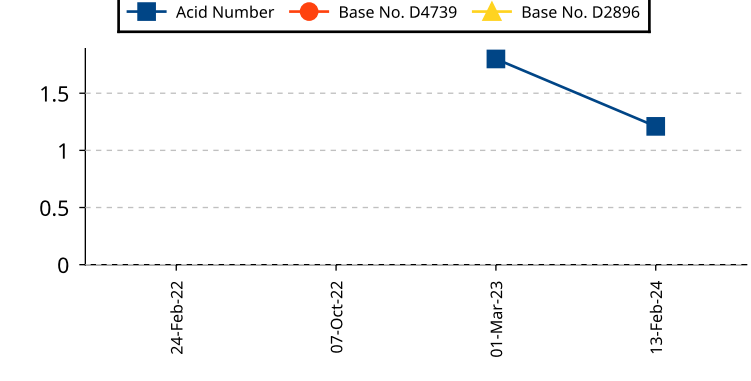
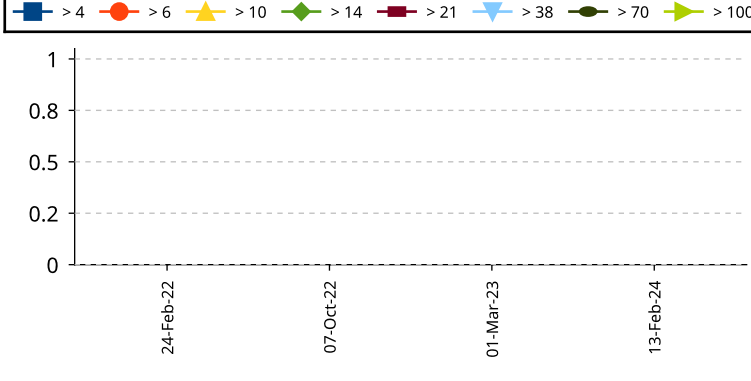
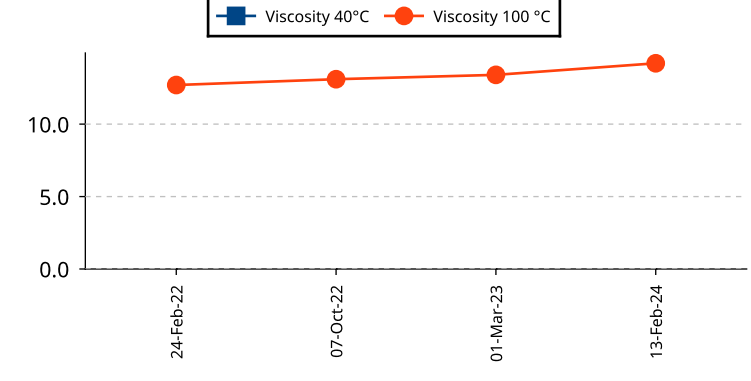
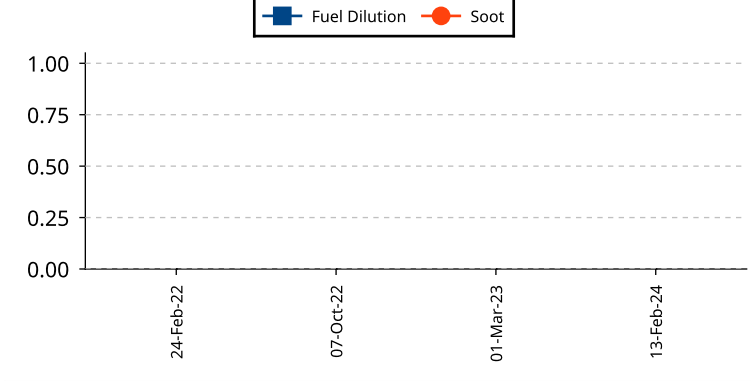
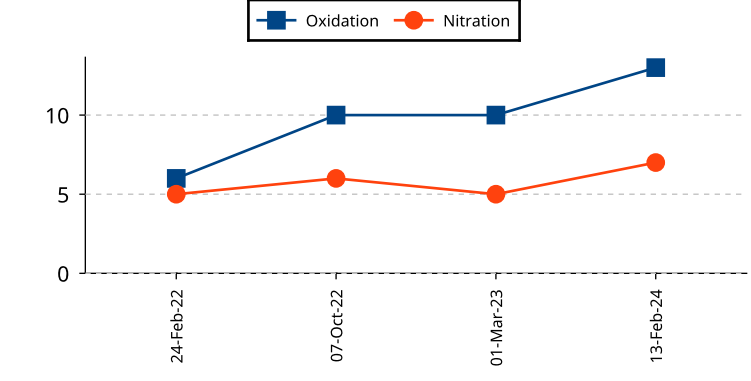
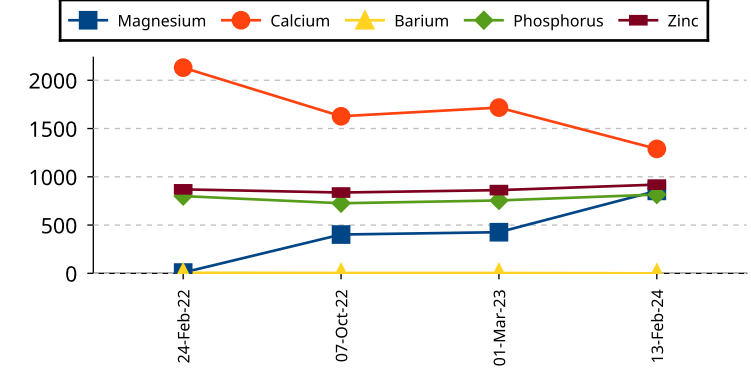
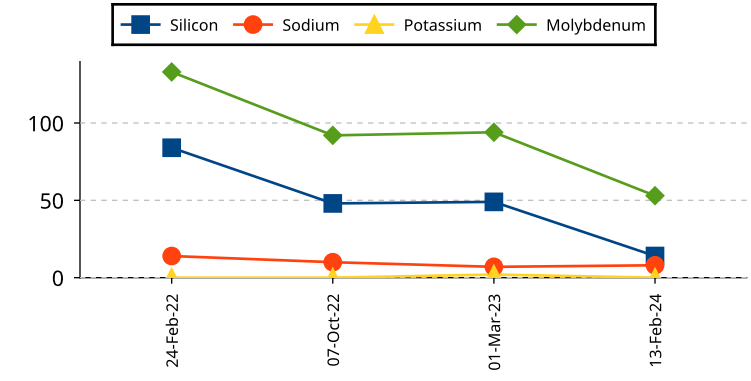
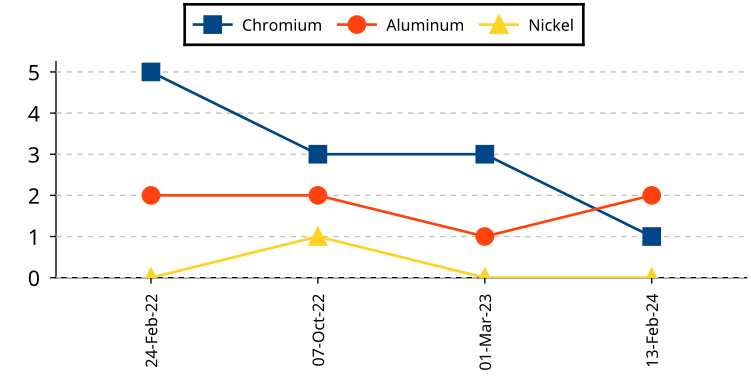
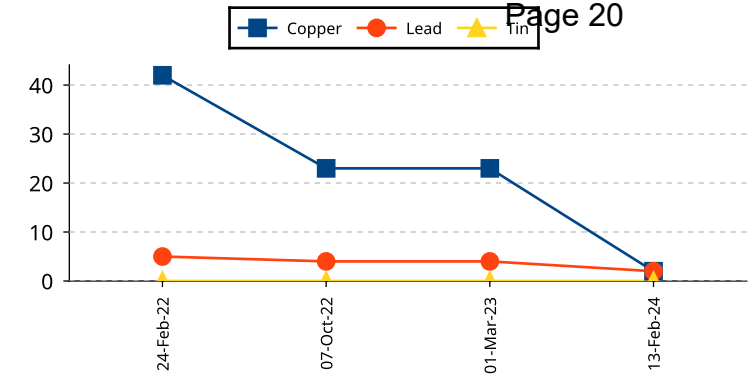
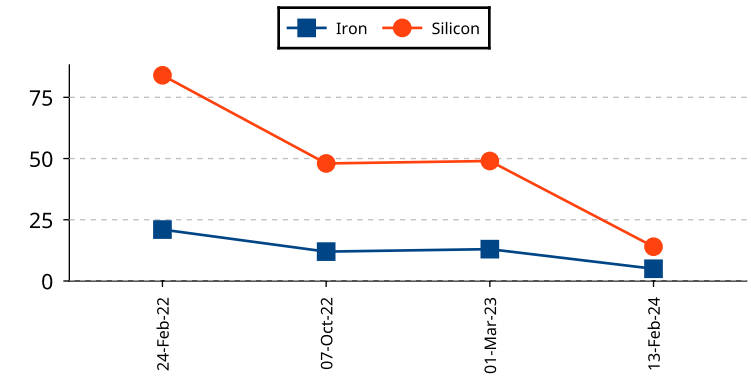
Sample #	Wear Metals (ppm)										Contaminant Metals (ppm)			Multi-Source Metals (ppm)				Additive Metals (ppm)						
	Iron	Chromium	Nickel	Aluminum	Copper	Lead	Tin	Cadmium	Silver	Vanadium	Silicon	Sodium	Potassium	Titanium	Molybdenum	Antimony	Manganese	Lithium	Boron	Magnesium	Calcium	Barium	Phosphorus	Zinc
1	21	5	0	2	42	5	0	0	0	0	84	14	0	0	133	0	245	1	121	8	2131	6	800	870
2	12	3	1	2	23	4	0	0	0	0	48	10	0	0	92	0	129	0	83	402	1627	4	726	837
3	13	3	0	1	23	4	0	0	0	0	49	7	2	0	94	1	127	0	81	426	1717	4	755	862
4	5	1	0	2	2	2	0	0	0	0	14	8	0	0	53	0	11	0	56	854	1289	0	816	919

Sample #	Sample Information				Contaminants				Fluid Properties							
	Date Sampled	Date Received	Lube Time	Unit Time	Lube Change	Lube Added	Filter Change	Fuel Dilution	Soot	Water	Viscosity 40°C	Viscosity 100 °C	Acid Number	Base No. D4739	Oxidation	Nitration
			h	h		gal		%	%	%	cSt	cSt	mg KOH / g	mg KOH / g	abs / cm	abs / 0.1mm
1	24-Feb-2022	09-Mar-2022	42	42	Yes	0	Yes			<.1 - FTIR		12.7			6	5
2	07-Oct-2022	12-Oct-2022	4	46	No	0	No			<.1 - FTIR		13.1			10	6
3	01-Mar-2023	08-Mar-2023	0	50	Yes	0	Yes			<.1 - FTIR		13.4	1.80		10	5
4	13-Feb-2024	21-Feb-2024	2	56	Yes	0	Yes			<.1 - FTIR		14.2	1.21		13	7

Sample #	Particle Count (particles/mL)									Test Method	Additional Testing	
	ISO Code	> 4	> 6	> 10	> 14	> 21	> 38	> 70	> 100			
	Based On 4/6/14	particles / mL	particles / mL	particles / mL	particles / mL	particles / mL	particles / mL	particles / mL	particles / mL			
1	//											
2	//											
3	//											
4	//											

Comments are advisory only and are based on the assumption that the sample and data submitted are valid. Results relate only to the items tested. Missing fluid or component information limits the evaluation. No warranty is expressed or implied. Measurement uncertainty available upon request.

Historical Comments		
	1	<p>Check air induction system (filters, housings, air intake, etc.) for source of abrasives (dirt). Abrasives (Silicon) are at a SIGNIFICANT LEVEL; Chrome is at a MODERATE LEVEL and is possibly coming from piston ring plating; Copper is at a MINOR LEVEL; Bushing/thrust metal and/or most of the copper may be coming from lube cooler (as applicable); Manganese sources in engines include manganese/bronze valve guides and/or a fuel additive; Please provide COMPONENT MODEL number to compare data to the correct standards for this component. Please provide missing FLUID PRODUCT NAME to compare data to the correct standards. Please provide this units sump capacity with next sample. Lubricant and filter change acknowledged. Resample at half interval.</p>
	2	<p>Flagged data may be 'wear-in' or contamination from overhauled or new unit; Silicon/Dirt may be present due to new unit contamination; Chrome is possibly coming from ring plating; Flagged additive levels are different than what should be present for the identified lubricant. This may have been topped off with a different lubricant, the fluid may be misidentified, or a different lubricant or formulation may have been in use prior to a recent change. Please provide this units sump capacity with next sample.</p>
	3	<p>Flagged data does not indicate an immediate need for maintenance action. Continue to observe the trend and monitor equipment and fluid conditions. Silicon is at a MODERATE LEVEL; SILICON sources can be abrasives (dirt, Alumina Silica), seals and gasket material, lube additive or lube supplement, and/or environmental contaminant; Chrome is at a MINOR LEVEL and is possibly coming from piston ring plating. Manganese sources in engines include manganese/bronze valve guides and/or a fuel additive; Flagged additive levels are different than what should be present for the identified lubricant. This may have been topped off with a different lubricant, the fluid may be misidentified, or a different lubricant or formulation may have been in use prior to a recent change. Please provide this units sump capacity with next sample. Lubricant and filter change acknowledged.</p>



### Upcoming Celebrations at the Library

March is going to be a busy month at the Coopersville Area District Library! In addition to its regular weekly programming, the library is offering several special events for patrons of all ages.

To celebrate Reading Month, the library is hosting a birthday party for Dr. Seuss on Saturday, March 9. Come between 11:00 a.m. and 1:00 p.m. for

crafts, bingo, short films, and a piece of cake! This event is sponsored by Friends of CADL. The reading celebration continues throughout March with local community members as guest readers at weekly Story Times. The dates for the following Tuesdays: March 5, 12, and 19.

To celebrate National Quilting Month,

the library is hosting a local quilt show from March 1-31 in the community room. Thanks to the Coopersville Farm Museum and community members who help make the event possible every year. There are other quilting events and displays featured at other libraries within the Lakeland Library Cooperative as well: Fruitport, Georgetown, Grand Haven (Loutit),

Hastings, Holland (Herrick North Branch), Hudsonville (Gary Byker), Jameson (Patmos), and Zeeland (Howard Miller). Come join us in celebrating an entire month dedicated to reading and quilting! For more information on library operations and services, please visit the library's Facebook page or its website, [www.coopersvillelibrary.org](http://www.coopersvillelibrary.org).

Rotary's February Great Winner

CHARTER TOWNSHIP OF POLKTON

### Upcoming Events at the Library

**Adult Book Club** - Adult Book Club is held on the 2nd Wednesday of each month at 7:00 p.m. The title up for discussion on March 13 is *The Exiles* by Christina Baker Kline.

**Adult Craft Night** - Adult Craft Night is held at 6:30 p.m. on the 3rd Thursday of each month. The craft on March 21 is an Easter egg banner made of book pages, wine, and hot glue. All materials are provided free of charge. This program has limited seats and is filled on a first-come, first-served basis. Open to ages 18 and up.

**Maker Mondays** - Join Mr. Zach from 4:00-5:00 p.m. on Monday afternoons for a variety of STEM activities, games, and experiments for kids and tweens!

Registration is not required to attend. Just drop by and join in the fun!  
**Music & Movement** - Music and Movement meets on Wednesday mornings from 10:00 - 10:45 a.m.

Geared towards kids ages 18 months+ and their caregivers.

**Play 'N' Learn** - Ottawa Area Intermediate School District (OAISD) will be hosting another Play 'N' Learn on Friday, March 15, at 10:00 a.m. This program is designed for families with children ages birth to five years old. Monthly sessions are based on a children's book, with accompanying finger plays, crafts, and activities. Each family receives a copy of the book to take home. Pre-registration is not required.

**Premiere Movie Nights** - Premiere Movie Nights take place on the 4th Tuesday of each month at 6:30 p.m. Doors

open at 6:00 p.m. The next movie night is March 26. Please call the library or visit the library's website to find out what specific movie will be playing each time. Thanks to the Coopersville Sportsman's Club for making these movie nights possible.

**Preschool Story Time** - Preschool Story Time meets on Tuesday mornings from 10:00-10:45 a.m.

Geared towards kids 2.5 - 5 years old and their caregivers.

**Quilt Month Display** - In honor of National Quilting Month, the library is hosting a local quilt show until March 30 in the community room. Thanks to the Coopersville Farm Museum and community members who help make the event possible every year!

**Sensory Gym** - Ms. Shannon is hosting a "Creepy Crawly" sensory playtime on Thursday, March 14, from 3:30-5:00 p.m. Kids ages 3-6 are invited to come and play with a variety of sensory bins and equipment in the community room!

Registration is recommended and is available on the library's website.

For more information on library operations and services, please visit the library's Facebook page or its website, [www.coopersvillelibrary.org](http://www.coopersvillelibrary.org).



**DOUG'S**  
AUTO BODY  
Scott & Doug Otterbein

2 Locations to Serve You  
Coopersville:  
14960 68th Ave • 837-8689

Grand Rapids:  
0-199 Lake Michigan Dr NW • 453-4479

[dougsab.com](http://dougsab.com)



**DAVID SHABLUK**  
General Dentistry

Dr. Shabluk and Dr. May are accepting new patients! Call the office with any

706 W. Randall St.  
Coopersville



(616) 837-6521  
[shablukdds@gmail.com](mailto:shablukdds@gmail.com)



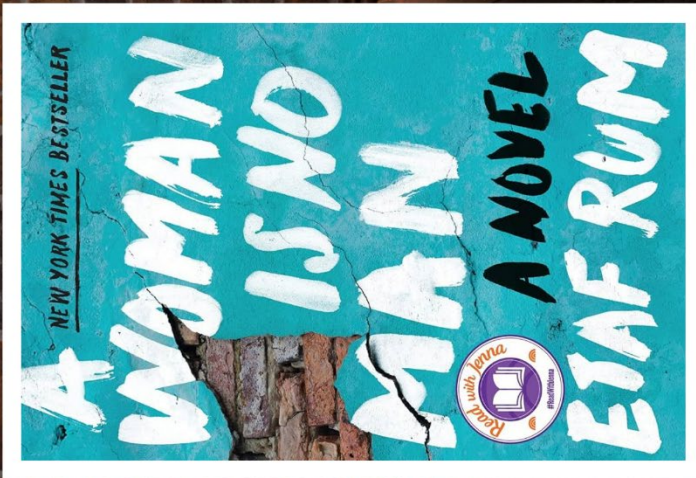
April

Coopersville Area District Library  
2024 Events Calendar



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	3	4	5	6
		Storytime 10 AM	Music & Movement 10AM	Historical Museum 6:30PM		
7	8	9	10	11	12	13
Maker Monday 4PM	Storytime 10 AM	 Partial Solar Eclipse Max eclipse: 3:11PM	Music & Movement 10AM Adult Book Club "A Woman is No Man" 7PM	Sensory Gym 3:30PM -5PM		
14	15	16	17	18	19	20
Maker Monday 4PM	Storytime 10 AM	Music & Movement 10AM Library Board Meeting 7PM	Adult Craft Night 6:30PM	OAISD 10AM		
21	22	23	24	25	26	27
Maker Monday 4PM	Storytime 10 AM Premiere Movie Night "Boys in a Boat" 6:30pm	Music & Movement 10AM				
28	29	30	Hours: 1 2 3 4 Monday and Thursdays: 12-8 pm Tuesdays, Wednesdays, and Fridays: 10 am -5:30pm Saturdays: 10 am - 2 pm <a href="http://www.coopersvillelibrary.org">www.coopersvillelibrary.org</a>			
Maker Monday 4PM	Storytime 10 AM					

April Book Club



WEDNESDAY, APRIL 10TH,  
AT 7 P.M.

JOIN US IN THE LIBRARY'S COMMUNITY ROOM TO  
DISCUSS THIS MONTH'S SELECTION

# SPRING BREAK FAMILY MOVIE!



**WEDNESDAY, APRIL 3RD  
2 SHOWINGS: 10 AM AND 2 PM**

# MOVIE NIGHT



**Tuesday, April 23rd, at 6:30 p.m.**

Thank you to the Coopersville Sportsman's Club for making our movie nights possible!

I. Building

- a. Sump Pump – The sump pump install was completed March 5, inspected March 6, and is good to go. Install went fairly smoothly except the inspector coming earlier than expected, so they had to wait to bury the line until he could come back the next day. Other than that, while it was a whole day process, it went (loud) but smoothly. Everything looks good and hopefully this concludes the majority of the problems we've had related to the basement as long as we keep up on the annual cleanout. I plan to schedule that for late summer/early fall.
- b. Solar Energy Quote/Grant – I'd like to continue to pursue the solar energy grant with Ebsco. I've had many of my questions answered and still feel that this project may benefit us in many ways. I've included a few pages of the full quote at the end of my board packet and supplied the full quote as a supplement that I emailed out (in order to keep the packet shorter). It would be an \$81,000 investment which the grant, if we were to receive it, would pay 100% of the cost. It would take 13 years to see the full payback on that investment (if we were to be funding it entirely on its own). However, as to consumption, we would be looking at a 49% energy offset. In some months, we could potential see our bill cut in half. With your go ahead, I'd like to pursue the grant and see where it might lead us. There is no obligation, as far as I am able to determine, to begin the process before the grant is received so we shouldn't be financially out anything if we don't get the grant.

II. Financials

- a. Murray CDs – Our new CD is set up at Choice One for \$13,846.48.
- b. Savings Account at CoMerica – I've been doing some research on rates and types of accounts. I've reached out to several banks and the best rates for business right now are with Consumer's Credit Union. Choice One has done well for us in the last year or so, but we don't want to put all our money in one basket. We've looked at rates at Bloom, but they don't seem to be very competitive right now. We expanded the radius of our search to Allendale and Standale area as they are still fairly close. I'm surprised at how much the rates varied across the board, but I am recommending that we do a 12-month CD at Consumer's Credit Union.
- c. FOIA – We've gotten our yearly FOIA from a company that FOIA's most governmental entities every year. Usually they ask for salaries of employees and little else, but this year they also asked for our check register for the year. We provided the information they asked for and sent it on its way.

III. Technology –

- a. Streamline Website – This is moving much faster than expected. We are looking at a roll out date of March 29. They were able to port everything over quickly and we are making design changes, etc. We are looking what we currently have and making intentional decisions about what people see first, how they see it, and whether it is intuitive to find the information they need or not. I have to say that it has actually been a fairly fun process. I did find out that one of the features that costs extra money is a second portal. We have one portal that comes with our subscription. I made the decision to go with the staff portal first. I'm going to evaluate the value in that portal first and then we'll consider whether there is a need for the investment in a board portal as well. Some things are already available on our new website for your convenience as well, including old board packets, audits, budgets, etc.
- b. Cyber Insurance Training – I am currently discussing with Nick about a time to set this up. He has volunteered to do some training with us on this. We are taking care of the staff training first, then we will talk about the possibility of doing one for the public.

IV. Programs



- a. Eclipse Maker Monday – Monday, March 25, we'll be doing a special Maker Monday, highlighting the eclipse. Following the program, we'll begin giving out classes (1 pair for every 2 people) up until the Monday before the eclipse. If at that point, we still have pairs remaining, we will allow people to take additional pairs until they are all gone. The eclipse will take place April 9, and it will be most likely at its peak around 3:10-3:11.
- b. Special TAB Story Time – Tuesday, April 2, we are going to have a special story time. A few of our Teen Advisory Committee members have volunteered to read to the kids over Spring Break. We weren't able to make it happen during March is reading month because the kids would have been in school so we decided to bump it into April. We think this is a great way for the older kids to foster the love of reading in the young kids by modeling reading in this way.
- c. Movie matinee – On Wednesday, April 3, instead of holding our usual Music and Movement, we are showing the movie Wish twice throughout the day – 10am and 2pm.

#### V. Staffing

- a. Shannon Donley has given us notice. She's taken another position that allows for more growth than she'd be able to get here. We wish her well on her next adventure, and in the meantime, I posted her position on March 15. I plan to run the position through March 29<sup>th</sup> and I hope to begin interviews the following week. We most likely will not have someone in place before Shannon leaves us after Spring Break week, but I hope to have a new candidate secured by then. We may have to pause programming for our youngest patrons during that transition time.

#### VI. Strategic Plan

- a. Focus Groups are scheduled for March 16, 18, and 21<sup>st</sup>. We have a good sampling of the community, I hope, so I'm looking forward to some great responses. After that, Carol and I will discuss the results, the need (if any) for further focus groups, and presentation of the overall results to the board and then ultimately to the community.

#### VII. Friends

- a. The Friend met on March 13 at 1pm. If their minutes are available at the time of the meeting, I will include those.

#### VIII. Library and other news

Our new library app is set to go live on April 23. This is about a month longer than was originally planned. We just needed a little more time to get information uploaded on the backend and to test some additional things before they can be pushed out to the public.

#### IX. Statistics – See attached

- a. We did have about a week where one of our cameras was not picking up a count for the people counter. We tried a couple of things to fix it, but since we get the reports once a day, it did take us awhile to figure out the problem. If the same issue were to happen, we know right away what to do, but in the meantime, the number is pretty low this month because we are missing about a week's worth of stats.

## February Statistics

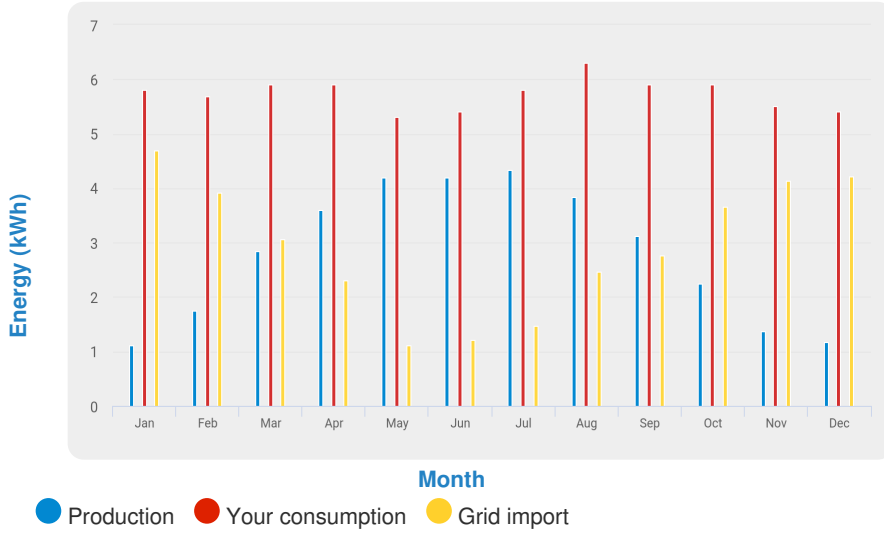
	2/1/2024	2/1/2023		Current YR	Last Yr	
	Current Yr	Last Yr	% Change	2023-2024 YTD	2022 -2023 YTD	% Change
<b>Circulation</b>						
Items checked out at CADL	3,125	3,552	-12%	29,131	29,776	-2%
OverDrive E-Book circulation	1,413	1,275	11%	11,086	10,120	10%
E-Magazines	229	117	96%	1,858	729	155%
Hoopla	331	393	-16%	2,708	3,163	-14%
Items Loaned to other libraries	522	451	16%	3,580	3,250	10%
Renewals	1,793	1,920	-7%	18,434	18,226	1%
Total Circulation	7,413	7,708	-4%	66,797	63,107	6%
<b>Library Patrons</b>						
Patrons getting 1st library card	28	27	4%	232	276	-16%
Registered CADL Patrons	4,373	4,396	-1%	4,373	4,396	-1%
<b>Library Collection</b>						
*Items Added:	14,158	29,169	-51%	36050	248133	-85%
Items Withdrawn	493	14	3421%	1513	360	-320%
Total Items owned	516,195	1,365,865	-62%	516,195	1,365,865	-62%
<b>Interlibrary Loans</b>						
Items Loaned to other libraries	522	451	100%	3,580	3,229	11%
Borrowed- LLC + Mel	570	577	100%	4,251	3,894	9%
<b>Traffic Count</b>						
Library Visits	2,153	4,447	-52%	21,766	24,832	-12%
<b>Programming &amp; Services</b>						
Open Hours	178	169	6%	1,422	1,418	0%
Children's Program Attendance	178	260	-32%	1,525	1,067	43%
Program Attendance Total	183	346	-47%	1,836	1,350	36%
Number of Monthly Programs	22	21	5%	188	143	31%
Ancestry Plus	63	68	-7%	106	536	-80%
Internet Computer Sessions	359	310	16%	2,100	2,771	-24%
Wireless Sessions	853	527	62%	4,465	3,770	18%

## Pricing

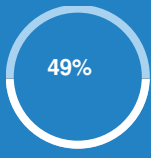
	Price	Total price
<b>Base Price for Solar</b> Based on a 27.47 kW installation	<b>\$81,036.50</b>	
<b>Gross Cost</b>	<b>\$81,036.50</b>	<b>\$81,036.50</b>
<b>Cost after rebates &amp; incentives*</b>	<b>\$81,036.50</b>	<b>\$81,036.50</b>

**\*Note:** Not everyone is eligible for credits, incentives, or rebates or can fully use them. Please consult your tax professional or legal professional for further information. **\*\*** Incentives are subject to change. The actual amount can be higher or lower than what is quoted, and may not stay at a fixed rate over time. It can also change based on the tax bracket you are in.

### Usage breakdown



### Consumption Offset



49%

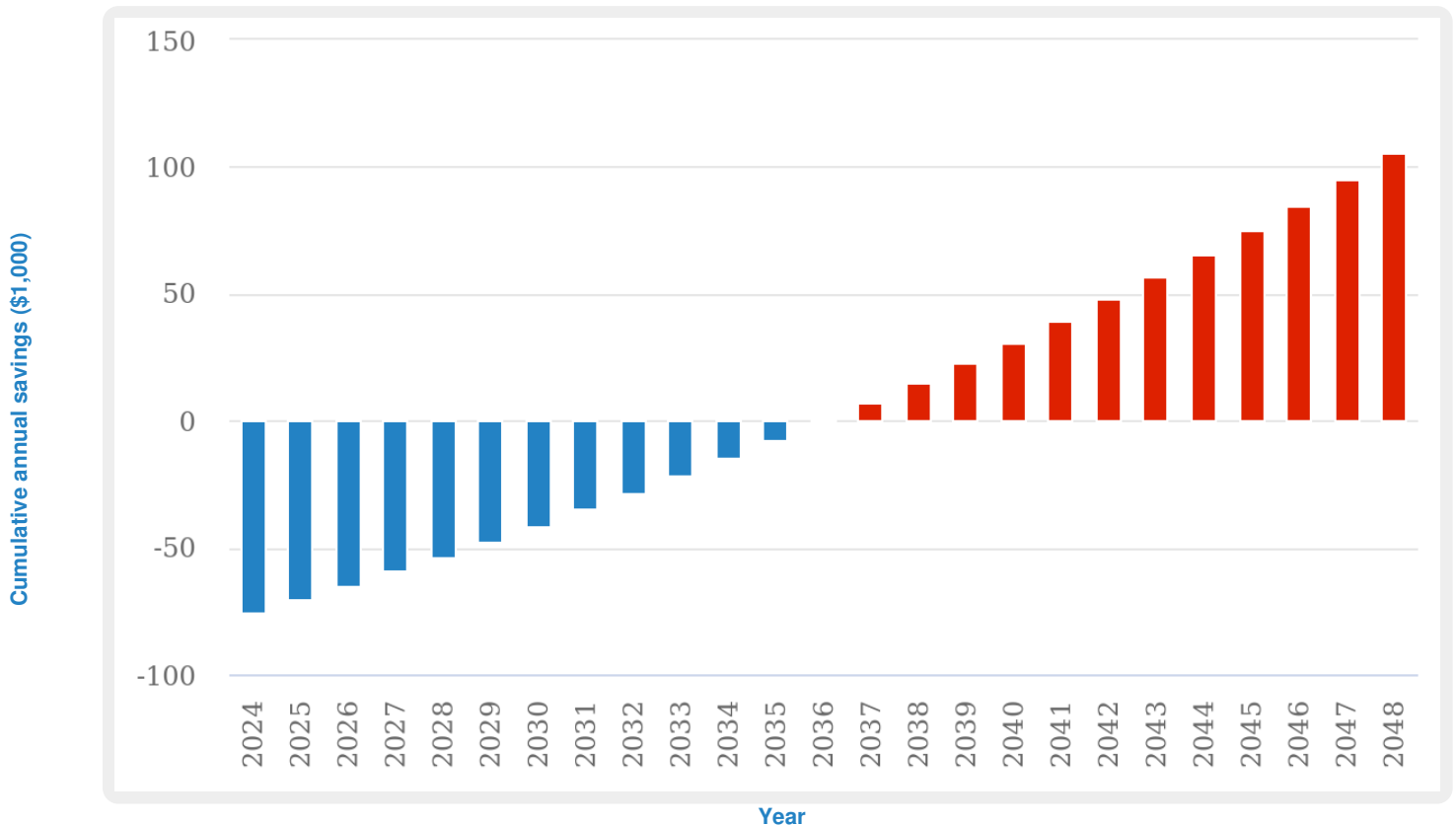
Estimated First Year Consumption

68,781.8 kWh

Estimated First Year Production

33,772.5 kWh

### Estimated yearly cumulative savings



Assuming a 3.40% escalation rate on utility rate

### Net savings

⊕ Utility savings	\$186,278.80
⊕ Incentive revenues	\$0.00
⊕ Tax benefits	\$0.00
⊖ Operating cost	\$0.00
⊖ Financial payments	\$81,036.50

 Net savings **\$105,242.30**

Payback period  
13.08 years

Return on investment (ROI)  
5% per year

Levelised energy costs  
\$0.10

**Month-by-month details**

Month (2024)	Utility savings	Incentive revenues	Operating cost	Financial payments	Tax benefits	Monthly savings
January	\$171.04	\$0.00	\$0.00	\$81,036.50	\$0.00	-\$80,865.46
February	\$270.49	\$0.00	\$0.00	\$0.00	\$0.00	\$270.49
March	\$435.96	\$0.00	\$0.00	\$0.00	\$0.00	\$435.96
April	\$553.06	\$0.00	\$0.00	\$0.00	\$0.00	\$553.06
May	\$644.49	\$0.00	\$0.00	\$0.00	\$0.00	\$644.49
June	\$644.63	\$0.00	\$0.00	\$0.00	\$0.00	\$644.63
July	\$665.85	\$0.00	\$0.00	\$0.00	\$0.00	\$665.85
August	\$590.59	\$0.00	\$0.00	\$0.00	\$0.00	\$590.59
September	\$480.97	\$0.00	\$0.00	\$0.00	\$0.00	\$480.97
October	\$344.23	\$0.00	\$0.00	\$0.00	\$0.00	\$344.23
November	\$211.08	\$0.00	\$0.00	\$0.00	\$0.00	\$211.08
December	\$181.84	\$0.00	\$0.00	\$0.00	\$0.00	\$181.84
<b>Total</b>	<b>\$5,194.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$81,036.50</b>	<b>\$0.00</b>	<b>-\$75,842.28</b>

Production and Savings estimates are based on a period of 25 years by default. The length of the default project life can be updated for all projects by visiting the [Your Pricing](#) section in the Company settings. To change the project life for this project, visit [Utility](#) section under Settings button at the top edge of this page. Estimated production assumes equipment is maintained and free from damage or other impediments. Estimated projected usage is based on your current utility bill.

**Year-by-year details**

Year	Utility savings	Incentive revenues	Operating cost	Financial payments	Tax benefits	Annual savings
2024	\$5,194.22	\$0.00	\$0.00	\$81,036.50	\$0.00	-\$75,842.28
2025	\$5,335.35	\$0.00	\$0.00	\$0.00	\$0.00	\$5,335.35
2026	\$5,489.17	\$0.00	\$0.00	\$0.00	\$0.00	\$5,489.17
2027	\$5,647.42	\$0.00	\$0.00	\$0.00	\$0.00	\$5,647.42
2028	\$5,819.62	\$0.00	\$0.00	\$0.00	\$0.00	\$5,819.62
2029	\$5,977.74	\$0.00	\$0.00	\$0.00	\$0.00	\$5,977.74
2030	\$6,150.08	\$0.00	\$0.00	\$0.00	\$0.00	\$6,150.08
2031	\$6,327.39	\$0.00	\$0.00	\$0.00	\$0.00	\$6,327.39
2032	\$6,520.32	\$0.00	\$0.00	\$0.00	\$0.00	\$6,520.32
2033	\$6,697.48	\$0.00	\$0.00	\$0.00	\$0.00	\$6,697.48
2034-2038	\$36,509.30	\$0.00	\$0.00	\$0.00	\$0.00	\$36,509.30
2039-2043	\$42,084.07	\$0.00	\$0.00	\$0.00	\$0.00	\$42,084.07
2044-2048	\$48,526.65	\$0.00	\$0.00	\$0.00	\$0.00	\$48,526.65
<b>Total</b>	<b>\$186,278.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$81,036.50</b>	<b>\$0.00</b>	<b>\$105,242.30</b>

## Project timeline

Step	Details	Charge
Contract Signature	Job file opened/centralize all information	\$40,518.25 (50%)
Material Procurement, Engineering, Site Assessment	Follow up site visit (if needed), order lead time materials, begin necessary engineering	
Permits and Applications	Zoning (if required), building, and electrical permits	
Mobilization, Permits in Hand, Work Commenced	Materials to site, installation commences	\$32,414.60 (40%)
Inspections / Commissioning	Inspections completed, commission system	\$8,103.65 (10%)
Monitoring / Interconnection	Provide access to system, walk through operation (interconnection may still be in progress)	



Coopersville Area District Library  
333 Ottawa Street  
Coopersville, Michigan 49404  
(616) 837-6809 telephone  
(616) 837-7689 fax

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March 20, 2024

**RECOMMENDATION FROM  
Director/Bookkeeper**

**Subject: CoMerica Account Recommendation**

**Background Information:** CoMerica is closing many of their West Michigan branches. As one of the reasons for staying with CoMerica had been because they were a local bank, the director and bookkeeper went in search of banks that might get us a better rate. Choice One (already have a lot of money there) and Bloom Credit Union (does not have competitive rates) were eliminated for previously stated reasons. The director determined that the best rates are currently with Consumer's Credit Union.

**Therefore, the director and bookkeeper recommend that we:**

- (1) Add Consumer's Credit Union as one of our preferred banking institutions*
- (2) Open a 12-month CD with them for the full amount that sits at CoMerica at the time of withdrawal (\$57,226.25 as of 3/12/24)*
- (3) Close the CoMerica account*

**Motion for Approval/Disapproval by \_\_\_\_\_**

**Seconded by: \_\_\_\_\_**

**Approved by Board:    YES                    NO                    Date: \_\_\_\_\_**

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Secretary's Signature