

Coopersville Area District Library
333 Ottawa Street
Coopersville MI 49404

MINUTES FROM THE BOARD MEETING ON: JULY 17, 2020

Call to Order: Judy VanDongen called the meeting to order at 7:03 pm.

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

Absent: 0 Staff present: LaVonne Marshall

Guest Speaker, Carol Dawe-Cooperative Director of the Lakeland Library Cooperative- was also present before the regular board meeting business to facilitate the board in its search for a new director. Carol presented a tentative director search timeline, helped the board brainstorm ideas for a director's job description, & reviewed the director's benefits worksheet. The time with Carol was very beneficial and she will return with a draft of a director's job description that aligns with the boards vision of the new director.

Approval of Agenda: M/S (A. Driedger, S. Mayrose) to approve 7/15/2020 agenda with the addition of a year-end Budget vs Actual financial report. Motion carried.

Approval of Minutes: M/S (R. DeVries, B. TerAvest) to approve the 6/17/2020 board meeting minutes. Motion carried.

Public Comment:

Financial Reports:

A). M/S (B. TerAvest, R. DeVries) to receive and file July 2020 General Operations Balance Sheet & Budget vs. Actual. Motion carried.

B). M/S (A. Drieger, B. TerAvest) to approve June expenditures #19774 - 19782 transactions. Motion carried.

C). M/S (P. Lindberg, S. Mayrose) to approve July checks to date #19783- #19799 including ACH transactions totaling \$24,733.10. Motion carried.

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

E). M/S (A. Drieger, R. DeVries) to receive and file Mastercard Reconciliation Detail. Motion carried.

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

G). M/S (R. Devries, B. TerAvest) to receive and file Choice One CD Statement. Motion carried.

H.) M/S (R DeVries, A. Drieger) to receive and file Profit & Loss Budget vs Actual. Motion carried.

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

A .CADL Press Releases

B. Bank Of America correspondence

C. Rotary Reading Bus Upgrade

D. Meet Up & Eat Up in Coopersville

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

Committee Reports: Finance Committee – MERS 2019 Actuarial Report

New Business:

A.) M/S (P. Lindberg, B. TerAvest) to approve Nomination of Officers and outlined. Motion carried.

B.) M/S (S. Mayrose, B. TerAvest) to approve CADL 2020/2021 Standing Committee Appointments. Motion carried.

C.) M/S (A. Driedger, B. TerAvest) to receive and file MERS DB Pension Funding History report. Motion carried.

D.) M/S (A. Driedger, R. DeVries) to approve the MERS DB Pension Funding Commitment Resolution. Motion carried.

E.) M/S (S. Mayrose, B. TerAvest) to approve MERS DB Library Assistants Division Resolution. Motion carried.

F.) M/S (B. TerAvest, S. Mayrose) to approve Census 2020 Request for Meeting Space. Motion carried.

G.) M/S (R. DeVries, B. TerAvest) to receive and file Letter of Agency Elite Fund Inc.

Unfinished Business:

Public/Board Comments: Lavonne reported/commented on the following items:

* AcenTek-library's new internet provider- did an excellent job of installing new wiring.

*August book sale has been postponed because of COVID-19. Library is not accepting large donations of used books at this time. Rescheduling of book sale to be determined.

*Joanne Anderson-long time supporter of the library- passed away on April 12, 2020. Memorial service will take place at St. Michael's Catholic Church in Coopersville on August 15, 2020 at 10:00am. Family has suggested that donations to the library be made in lieu of flowers.

Next Meeting: August 19, 2020

Adjournment: 8:53 pm