

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

**MINUTES FROM THE REGULAR BOARD MEETING ON: OCTOBER 16, 2019**

**Call to Order:** Stephanie Mayrose called the meeting to order at 6:58 pm.

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

Absent: Judy VanDongen

Staff present: LaVonne Marshall

**Approval of Agenda:** M/S (A. Driedger, B TerAvest) to approve 10/16/2019 agenda. Motion carried.

**Approval of Board Minutes:** M/S (S. Weber, A. Driedger) to approve 9/18/2019 board minutes. Motion carried.

**Public Comment:**

**Financial Reports:**

A). M/S (P. Lindberg, N. Fox) to receive and file October 2019 General Operations Balance Sheet & Budget vs. Actual. Motion carried.

B). M/S (A. Driedger, S. Weber) to approve September expenditures #19535 - 19549 transactions. Motion carried.

C). M/S (P. Lindberg, B. TerAvest) to approve October checks to date #19550 - 19573 including ACH transactions totaling \$14,452.94. Motion carried.

D). M/S (A. Driedger, P. Lindberg) to receive and file October Statement of Income. Motion carried.

E). M/S (P. Lindberg, N. Fox) to receive and file Mastercard Reconciliation Detail. Motion carried.

F). M/S (N. Fox, R. DeVries) to receive and file CADL Building Expansion Budget Performance report. Motion carried.

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

A. CADL Press Releases

B. Thank You for Arthur Collection

C. Barb Strack – resignation letter

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

**Committee Reports:**

A). **Succession Planning – separate documentation. See Attached**

**New Business:**

A). M/S (N. Fox, P. Lindberg) to approve November 2019 library programs listed on Calendar of Events. Motion carried.

B). M/S (R. DeVries, B. TerAvest) to approve Priority Health Insurance renewal **option current – Priority Health HMO 1000.**

Motion approved.

C). M/S (B. TerAvest, A. Driedger) to approve Huntington Bank bond interest payment due. Motion carried.

D). M/S (N. Fox, P. Lindberg) to approve Gabridge & Company – audit – letter of engagement. Motion carried.

**Unfinished Business:**

A). M/S (N. Fox, A. Driedger) to receive and file Unique Management Collection Agency report. Motion carried.

B). **301 Employee Benefits policy update – 1<sup>st</sup> reading. (Tabled until more information is gathered)**

**LaVonne to research whether CADL is able and or required to offer COBRA.**

**LaVonne to research options for long and short term disability with State Farm.**

**Public/board Comments:**

**Next Meeting:** November 20, 2019

**Adjournment: 8:30 pm**