

**Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 48494**

Minutes from the Board Meeting on November 9, 2022.

Call to order: Sue Boomgaard-Rasch called the meeting to order at 7:01 p.m.

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

Staff Present: Elyshia Hoekstra/Director

Absent: None

M/S (A. Driedger, R. DeVries) to approve 11/9/2022 agenda (Page 1). Motion carried.

M/S (S. Mayrose, A. Driedger) to approve 10/19/2022 board meeting minutes (Pages 2-4). Motion carried.

Public Comment: No public present

Financial Reports:

A. M/S (A. Driedger, R. DeVries) to receive and file November Operations: Balance Sheets & Budget vs. Actual (Pages 5-6). Motion carried.

B. M/S (P. Lindberg, S. Mayrose) to approve October expenditures, including ACH transactions #20482-20489 totaling \$8,566.97 (Page 7). Motion carried.

C. No November checks to date (No action needed)

D. M/S (A. Driedger, R. DeVries) to receive and file Statement of Income (Page 8). Motion carried.

E. M/S (P. Lindberg, A. Dreidger) to receive and file Mastercard Reconciliation Detail (Page 9). Motion carried.

F. M/S (R. DeVries, S. Mayrose) to receive and file CADL Building Expansion Budget Performance (Page 10). Motion carried.

G. M/S (A. Driedger, R. DeVries) to receive and file Coopersville Foundation Funds Summaries (Page 11). Motion carried.

Correspondence/Marketing: - Pages 17-22

M/S (R. DeVries, A. Driedger) to receive and file Correspondence and Marketing (Pages 17-22). Motion carried.

A. CADL Press Releases (Pages 17-18)

B. December Calendar of Events (Page 19)

C. Programming Flyers (Pages 20-22)

D. Bronco Bits – Arno D. and Sue. B-Rasch shared an article about CADL that appeared in the most recent Bronco Bits, the Coopersville Area Public Schools' Newsletter

Director's Report: - Pages 23-25

M/S (R. DeVries, P. Lindberg) to receive and file Director's Report (Pages 22-25) Motion carried.

- *Received court kiosk on Wed. Nov. 9, 2022*
- *Received the lubricant analysis report regarding the generator. Technician did not change the oil but will keep on eye on it. CADL has a 5year maintenance plan with Cummins. \$434.35 was charged for the resampling.*
- *Elyshia received a quote regarding disability insurance and will include this and other quotes in December board packet.*
- *Elyshia is planning on returning from her maternity leave on December 23, 2022.*
- *Friends of the Library is very close to collecting enough Family Fare receipts to earn the next \$1,000.00 reward.*
- *A new baby changing table has been installed in the library's Men's Room.*
- *Discussion took place regarding the implementation of a "Land Acknowledgement Statement." Elyshia will be investigating more information and the legal issues of adopting this concept.*

Committee Reports:

M/S (R. DeVries, B. TerAvest) to receive and file committee reports. (Pages 26). Motion carried.

- A. Finance Committee (Page 26)

New Business:

- A. **M/S (R. DeVries, B. TerAvest) to approve Finance Committee MERS Recommendation (Page 27). Motion carried.**
- B. **M/S (R. DeVries, B. TerAvest) to approve** an amount of up to \$2,800.00 from the Capital Projects Expenses to update current computers (Page 28). Motion carried. *These funds would be used now to update the drives/rams on the current computers to make them last until 2025 and then replace them with new computers. Computers would be replaced in stages: 1st/teen computer; 2nd/search computer in children's room, 3rd/bookkeeper's computer, 4th/staff computer.*

Unfinished Business:

- A. **M/S (A. Driedger, R. DeVries) to approve Additional Bylaw Revisions (Pages 29-40). Motion carried.**

Public/Board Comments:

**It was mentioned that library flyers were distributed at the Conklin voting polls during November's election.*

**Board members decided to have a holiday reception after the December 21, 2022 meeting for staff members, board members, and significant others.*

Adjournment: 8:15 p.m.

Next Meeting: Board meeting December 21, 2022