

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

**Minutes from the Board Meeting on September 21, 2022.**

**Call to order:** Sue Boomgaard-Rasch called the meeting to order at 6:58 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:** All Members present

**M/S (P. Lindberg, A. Driedger) approve** 9/21/2022 agenda with the addition of Library Patron Registration Agreement added to New Business. (Page 1). Motion carried

**M/S (A. Driedger, P. Lindberg) to approve** 8/17/2022 board meeting minutes (Pages 2-3). Motion carried.

**Public Comment:** No public present

**Financial Reports:**

**A. M/S (R. DeVries, B. TerAvest) to receive and file** September Operations: Balance Sheets & Budget vs. Actual (Pages 4-5). Motion carried.

**B. M/S (B. TerAvest, A. Driedger) to approve** August expenditures, including ACH transactions #20428-20442 totaling \$18,644.20 (Page 6). Motion carried.

**C. M/S (A. Driedger, P. Lindberg) to approve** September checks to date #20443-20457 totaling \$21,264.70 (Page 7). Motion carried.

**D. M/S (B. TerAvest, S. Mayrose) to receive and file** Statement of Income (Page 8). Motion carried.

**E. M/S (A. Driedger, R. DeVries) to receive and file** Mastercard Reconciliation Detail (Page 9). Motion carried.

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

**Correspondence/Marketing:** – Pages 11-15

**M/S (R. DeVries, P. Lindberg) to receive and file** Correspondence and Marketing (Pages 11-15). Motion carried.

A. CADL Press Releases

B. October Calendar of Events

C. Programming Flyers

**Director's Report:** – Pages 22-39

**M/S (A. Driedger, R. DeVries) to receive and file** Director's Report (Pages 16-17). Motion carried.

Friends' minutes – see attached if available at time of meeting

*No Friends' minutes were presented.*

**Committee Reports:**

**New Business:**

**A.M/S (R. DeVries, P. Lindberg) to approve** Code of Conduct Revision with amended phrasing. Deleting “*Possessing weapons of any type. Exception: law enforcement*” from “*Item #4 Conduct specifically prohibited in the Library and Library Grounds*” and changing “*law enforcement may be called to will be called if (someone) demonstrates an intent to intimidate another or that warrants alarm for the safety of other people.*” (Pages 18-19). Motion carried.

**B. M/S (B. TerAvest, A. Driedger) to approve** Library Patron Registration Agreement between Coopersville Area District Library and Muskegon Area District Library (Pages added after 18-20). Motion carried.

**Unfinished Business:**

**A.M/S (A. Driedger, R. DeVries) to approve** Landscaping Quotes presented by Phil’s Lawn Service (Pages 21-22). Motion carried.

**B. M/S (A. Driedger, R. DeVries) to approve** Bylaws Revision of Article II-Purpose-Section 1 to read as follows: “*The mission of the Coopersville Area District Library is to: preserve the past, provide technology and education to inspire a lifetime of learning and promote culture and community through literature, the arts, and sciences.*” (Page 24). Motion carried.

Roll call vote: S. Boomgaard- Rasch/Yes; B. TerAvest/Yes; G. Dunn/Yes; S. Mayrose/Yes; R. DeVries/Yes; P. Lindberg/Yes; A. Driedger/Yes; N. Fox/Yes

**C. M/S (B. TerAvest, S. Mayrose) to approve** Bylaws Revision of Article VII - Committees-Section 1 – Appointment. The last sentence which states the following: “*The President shall be, ex officio, a member of all committees.*” will be removed. (Page 32). This revision nullifies the requirement that the President attend all committee meetings. Motion carried.

Roll call vote: S. Boomgaard- Rasch/Yes; B. TerAvest/Yes; G. Dunn/Yes; S. Mayrose/Yes; R. DeVries/Yes; P. Lindberg/Yes; A. Driedger/Yes; N. Fox/Yes

**Public/Board Comments:**

*\*Discussion took place concerning presenters at the library. It was recommended that all public presenters be credentialed in the subject matter being presented. If a presenter seems biased about the subject every effort should be made to include a speaker to present the opposing viewpoint.*

*\*Thank you to Arno for placing the article of recognition and appreciation for Judy VanDongen’s service to the CADL and the Board of Trustees in the Coopersville Observer.*

*\*Arno and Sue will be presenting a 2021-2022 State of the Library Report to the Chester Township Board this fall. Elyshia prepared a CADL at a Glance! fact sheet that outlines the highlights of the past year.*

*\*A recognition/appreciation gift for Judy VanDongen has not been decided on.*

*\*The board will send a good bye/appreciation card to Kayla Bambrick and include a gift card.*

**Adjournment:** 8:17 p.m.

**Next Meeting:** Next Board meeting October 19, 2022 at 7:00 p.m.

