

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 48494

Minutes from the Board Meeting on July 19, 2023.

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

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

Staff Present: Elyshia Hoekstra/Director

Absent: All members present

M/S (R. DeVries, B. TerAvest) to approve 7/19/2023 amended agenda (Page 1). Motion carried.

Oath of Office – Recitation *Each board member recited the Oath of Office and signed a copy of the oath.*

M/S (K. Waldecker, S. Mayrose) to approve 2023-2024 Officers (Page 5). Motion carried.

M/S (K Waldecker, R. DeVries) to approve 6/21/2023 minutes (Pages 6-8). Motion carried.

Board Development: ALA Conference Presentation by Director Elyshia Hoekstra and staff members Katie VanHuis (Library Assistant), Anna Rhodes (Circulation Manager), and Zachary Ludge (Youth Service/Teen). Kim Lothschutz (Bookkeeper) was also in attendance.

Each conference attendee presented highlights from his/her attendance at the 2023 ALA Conference which took place in Chicago during June. All attendees seemed very excited about their experiences at the conference & shared many interesting ideas that could be implemented in CADL. Staff members expressed their gratitude for the opportunity to attend the conference.

Financial Reports:

- A. M/S (B. TerAvest, R. DeVries) to receive and file** July Operations: Balance Sheets & Budget vs. Actual (Pages 9-10). Motion carried.
- B. M/S (P. Lindberg, K. Waldecker) to approve** June expenditures, including ACH transactions #20699-20728, 20735, 20744-20761 totaling \$31,584.50 (Pages 11). Motion carried.
- C. M/S (B. TerAvest, R. DeVries) to approve** July checks to date, including ACH transactions #20729-20733, 20734-20758 totaling \$19,275.27 (Page 12). Motion carried.
- D. M/S (K. Waldecker, R. DeVries) to receive and file** Statement of Income (Page 13). Motion carried. *June 2023 Statement of Income will be filed in July.*
- E. M/S (R. DeVries, S. Mayrose) to receive and file** Visa Reconciliation Detail (Page 14). Motion carried.
- F. M/S (B. TerAvest, S. Mayrose) to receive and file** CADL Building Expansion Budget Performance (Page 15). Motion carried.

Correspondence/Marketing: - Pages 16-21

M/S (K. Waldecker, R. DeVries) to receive and file Correspondence and Marketing (Pages 23-31). Motion carried.

- A. CADL Press Releases (No new releases since last meeting)
- B. August Calendar of Events
- C. Programming Flyers

Director's Report – 2022-2023 Year in Review - Pages 22-32

M/S (P. Lindberg, B. TerAvest) to receive and file Director's Report (Pages 22-40). Motion carried. *2022-2023 was a very busy and successful year at CADL.*

- A. Friends Minutes – Pages 33-34 *Book Sale August 10-12. Books will be sold by donation.*
- B. MI-83 Infographic – Pages 35-40

Committee Reports:

Elyshia has received the MERS report and will be meeting with the MERS representative to review it.

New Business:

- A. Standing Committee Appointments – Page 41
M/S (K. Waldecker, R. DeVries) to approve Standing Committee Appointments (Page 41). Motion carried.
- B. Errors and Omissions Quotes (forthcoming)
M/S (G. Dunn, N. Fox) to table decision regarding Errors and Omissions Quotes until August 16, 2023 board meeting. Motion carried. *Elyshia will be obtaining more quotes for the board's consideration.*
- C. Flex Account Direct Deposit Change – Pages 42-44
M/S (R. DeVries, B. TerAvest) to approve Flex Account Direct Deposit Change (Pages 42-44). Motion carried.

Unfinished Business:

- A. Security System Quotes – Pages 45-71 -Discussion
M/S (R. DeVries, B. TerAvest) to table decision regarding Security System Quotes until August 16, 2023 board meeting (Pages 45-71). Motion carried. *Elyshia will be obtaining more details on the quotes for the board's consideration.*

Public/Board Comments:

Board members donated \$60.00 from their stipends to board's flower fund. Pat Lindberg is in charge of the flower fund.

Adjournment: 8:59 p.m.

Next Meeting: Wednesday, August 16, 2023

