

Coopersville Area District Library

Monthly Board Meeting

Date: December 20, 2023

Time: 7:00 pm

Place: 333 Ottawa Street, Coopersville MI 49404

AGENDA

1. **Call to Order**
2. **Approval of Agenda** (MOTION TO APPROVE)
3. **Approval of the Minutes** (MOTION TO APPROVE)
4. **Public Comment:**
5. **Financial Reports**
 - A. December Operations: Balance Sheets & Budget vs. Actual (MOTION TO RECEIVE & FILE)
 - B. Approve November expenditures, including ACH transactions #20853-20873 totaling \$22,678.45 (MOTION TO APPROVE)
 - C. Approve December checks to date (ACH only) totaling \$8,237.06 (MOTION TO APPROVE)
 - D. Statement of Income (MOTION TO RECEIVE & FILE)
 - E. VISA Reconciliation Detail (MOTION TO RECEIVE & FILE)
 - F. CADL Building Expansion Budget Performance (MOTION TO RECEIVE & FILE)
6. **Correspondence/Marketing** (MOTION TO RECEIVE & FILE)
 - A. CADL Press Releases
 - B. January Calendar of Events
 - C. Programming Flyers
7. **Director's Report –**
Friends meeting 11/15/23 (MOTION TO RECEIVE & FILE)
8. **Committee Reports:** (MOTION TO RECEIVE & FILE)
 - A. Personnel Committee Minutes – 11/28/23
9. **Unfinished Business**
10. **New Business**
 - A. PTO Policy Revision (Lawyer reviewed policy coming) (MOTION TO APPROVE)
 - B. Library Closings 2024 (MOTION TO APPROVE)
 - C. Erate 2024-25 Bids – Technology (MOTION TO APPROVE)
 - D. Erate 2024-25 Bids -- Internet (MOTION TO APPROVE)
 - E. Plumbing Work – Sump Pump (Windmill) (MOTION TO APPROVE)
 - F. Plumbing Work – Cleanouts (Brik) (MOTION TO APPROVE)
11. **Public/board Comments:**
12. **Next Meeting:** Board meeting January 17, 2024 at 7pm