

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from the Board Meeting on April 17, 2024.

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

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

Staff Present: Elyshia Hoekstra/Director

Absent: Kathi Waldecker

M/S (R. DeVries, N. Fox) to approve 4/17/2024 agenda (Page 1). Motion carried.

M/S (P. Lindberg, N. Fox) to approve 3/20/2024 minutes (Pages 2-3). Motion carried.

Public Present/Comments: Amy Demming was present. She is the incoming board member who will replace Bob TerAvest whose term is ending in June, 2024.

Financial Reports:

- A. M/S (B. TerAvest, P. Lindberg) receive and file April Operations: Balance Sheets & Budget vs. Actual (Pages 4-11).** Motion carried.
- B. M/S (R. DeVries, B TerAvest) to approve March expenditures including ACH transactions #20975-20980 totaling \$8,303.51 (Page 12).** Motion carried.
- C. M/S (B. TerAvest, S. Mayrose) to approve April checks to date, including #20981-20997 totaling \$11,571.76 (Page 13).** Motion carried.
- D. M/S (R. DeVries, P. Lindberg) to receive and file Statement of Income (Page 14-18).** Motion carried.
- E. M/S (N. Fox, B. TerAvest) to receive and file Visa Reconciliation Detail (Page 19-20).** Motion carried.
- F. M/S (P. Lindberg, R. DeVries) to receive and file CADL Building Fund Budget Performance (Page 21).** Motion carried.

Correspondence/Marketing: – Pages 22-23

M/S (N. Fox, S. Mayrose) to receive and file Correspondence and Marketing (Pages 22-23). Motion carried.

- A. CADL Press Releases
- B. May Calendar of Events
- C. Programming Flyers

Patrons have expressed their appreciation of CADL subscribing to Calvin College's January Series and hope that CADL will continue to provide the lecture series.

Sue B-R shared that her mother appreciates that CADL has hard copies available of the Calendar of Events. Elyshia said the library will continue to provide them.

Director's Report: – Pages 24-27

M/S (N. Fox, R. DeVries) to receive and file Director's Report (Pages 24-27). Motion carried.

Elyshia shared that the 2023 Consumer Confidence Report contained a "good water" report for CADL. She also has a copy of the Actual Joint Petition for unpaid taxes for any board member interested in reading it.

Elyshia spent some time summarizing the second solar quote she is working on. Our roof cannot support the correct solar panels for optimal energy return. The second quote would be for a car port option instead which would be more efficient. This competitive grant would pay \$161,314 and is due Monday, May 21. Even though board members have questions and concerns about the project they have encouraged Elyshia to proceed with the grant process.

Committee Reports:

A. Building and Grounds Committee

M/S (R. DeVries, S. Mayrose) to approve minutes from Building and Grounds Committee meeting held on Friday, April 12, 2024. (Minutes were distributed at board meeting.) Motion carried.

Discussion - Building and Grounds Committee Minutes

Greg will set up some dates for board to meet on 1-2 evenings for the spring clean-up and for spreading mulch. He will email Elyshia and board members with possible dates.

B. Finance Committee

M/S (P. Lindberg, R. DeVries) to approve minutes from Finance Committee Meeting held on Mon. April 15, 2024. (Minutes were distributed at board meeting.) Motion carried

Unfinished Business:

New Business:

A. Budget First Reading – Discussion

Elyshia distributed the amended budget for the first reading. Final budget will be voted on at June Board Meeting.

B. Director's Evaluation Distribution and Instructions (Pages 28-29)

Pat Lindberg is spearheading the Director's Evaluation process. Board Members' evaluation sheets are due Wednesday May 1, 2024 and can be turned in to the library's front desk.

Public/Board Comments: None

Adjournment: 8:40 pm.

Next Board Meeting: Wednesday, May 15, 2024 at 7:00 pm

