

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from September 17, 2025 Board Meeting

Call to Order: President Sue Boomgaard-Rach called the meeting to order at 7:00 pm.

Members Present: Sue Boomgaard-Rasch, Stephanie Mayrose, Amy Deming, Roland DeVries, Greg Dunn, Kathie Waldecker, Norine Fox

Staff Present: Elyshia Hoekstra/Director

Absent: Pat Lindberg

M/S (A. Deming, S. Mayrose) to approve 9/17/2025 agenda with addition of 3D Printing Policy (Page 1). Motion carried.

M/S (S. Mayrose, K. Waldecker) to approve 8/20/2025 Board Meeting minutes with correction of S. Maycroft to S. Mayrose on page 3 of board meeting minutes (Pages 2-3). Motion carried.

Public Present/Comments: None

Financial Reports:

- A. Informational review to receive and file September Operations: Balance Sheets & Budget vs. Actual (Pages 4-5).**
- B. M/S (R. DeVries, S. Mayrose) to approve** August expenditures, including ACH transactions #21408-21416 totaling \$41,222.77 (Page 6). Motion carried.
- C. M/S (A. Deming, G. Dunn) to approve** August checks to date, including ACH transactions #21417-21423 totaling \$22,328.87 (Page 7). Motion carried.
- D. Informational review to receive and file Statement of Income (Page 8).**
- E. Informational review to receive and file Visa Reconciliation Detail (Pages 9-10).**
- F. Informational review to receive and file CADL Building Expansion Budget Performance (Page 11).**

Correspondence/Marketing: – Pages 12-15– Informational review to receive and file

- A. October Calendar
- B. CADL Press Releases
- C. Programming Flyers

Director's Report – Pages 15-18– Informational review to receive and file

**Road Scholar-a new streaming service- will be available to patrons in the same manner as the January Series. Start date is planned for Oct. 24 but may change.*

**Bookkeeper/Kim L. had knee surgery and will be home recuperating for 2-6 weeks. After a few weeks she will be working remotely.*

**Mel/MelCat will continue to be available on line despite the threat to funding.*

**Elyshia will be meeting with BCI construction company regarding plans for the new south entrance handicap ramp.*

**Palace Project is available for patrons. Older phones load slowly. Is this normal or not?*

**Collection is still undergoing weeding. Process started with sections that are full and/or outdated such as history. Patron Mel Kelly has been volunteering his time to help with the process.*

**CADL will start promoting the Library of Things. Tonieboxes are available for checkout. They are child friendly screen free audio speakers with corresponding figurines that activate music, stories, and educational content.*

**A GlowForge-a portable laser engraver- will be available for patrons. The cost is \$3,500.00. Friends of the Library may be able to help with the purchase.*

Committee Reports: None

Unfinished Business:

A. Copy/Printing Pricing Correction – Page 19

M/S (A. Deming, K. Waldecker) to approve correction in the Copy/Printing Price Policy to \$.20 per Black/White instead of \$.25 per copy. (Page 19). Motion carried.

New Business – Pages 20-23

A. Gabridge & Co. Engagement Letter – Pages 20-25

M/S (R. DeVries, A. Deming) to approve acceptance of Letter of Engagement from Cabridge & Co. for audit services not to exceed \$7,000.00 for the year ending June 30, 2025. (Page 20-25). Motion carried.

B. 3D Printing Policy

M/S (S. Mayrose, R. DeVries) to approve 3D Printing Policy (Pages 26-28). Motion carried.

Public/Board Comments:

**Parking signs will be installed soon.*

**Board members should still be collecting/taking pictures of outdoor spaces for inspiration for an outdoor space for CADL.*

Adjournment: 7:45 p.m.

Next Board Meeting: October 15, 2025 at 7:00 p.m.

