

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

**Minutes from the Board Meeting on May 17, 2023.**

**Call to order:** President Sue Boomgaard-Rasch called the meeting to order at 7:02 p.m.

**Members Present:** Sue Boomgaard-Rasch, Stephanie Mayrose, Pat Lindberg, Greg Dunn, Kathi Waldecker, Norine Fox

**Staff Present:** Elyshia Hoekstra/Director

**Absent:** Roland DeVries, Bob TerAvest

**M/S (N. Fox, S. Mayrose) to approve 5/17/2023 agenda (Page 1).** Motion carried.

**M/S (P. Lindberg, N. Fox) to approve 4/19/2023 minutes (Pages 2-3).** Motion carried.

**Public Present/Comments:** Welcome Carol Dawe from Lakeland Library Cooperative who was present to report on Intellectual Freedom during Board Development section of meeting.

**Financial Reports:**

- A. **M/S (S. Mayrose, P. Lindberg) to receive and file** May Operations: Balance Sheets & Budget vs. Actual (Pages 4-5). Motion carried.
- B. **M/S (K. Waldecker, N. Fox) to approve** April expenditures, including ACH transactions #20648-20656 totaling \$19,216.80 (Page 6). Motion carried.
- C. **M/S (N. Fox, G. Dunn) to receive and file** Statement of Income (Page 7-8). Motion carried.
- D. **M/S (P. Lindberg, S. Mayrose) to receive and file** Mastercard Reconciliation (Page 9). Motion carried.
- E. **M/S (N. Fox, K. Waldecker) to receive and file** CADL Building Expansion Budget Performance (Page 10). Motion carried.
- F. **M/S (S. Mayrose, N. Fox) to receive and file** Delinquent Taxes Change of Date Notice (Pages 11-13). Motion carried.
- G. **M/S (K. Waldecker, N. Fox) to receive and file** Arts and Humanities Touring Grant Award Notice (Page 14). Motion carried.

**Correspondence/Marketing: - Pages 15-20**

**M/S (P. Lindberg, N. Fox) to receive and file** Correspondence and Marketing (Pages 15-20). Motion carried.

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

### **Board Development:**

#### A. Intellectual Freedom Presentation – Carol Dawe

*Carol presented the Director and all board members with a comprehensive Intellectual Freedom Primer for Library Boards. The primer included guidelines for running a board meeting with public present, information on Public Library Boards and Oaths of Office, Robert's Rules of Order summary sheet, copy of Library of Michigan Open Meetings Act (OMA) and handbook, Library Board Facts About, Book Challenges, Censorship, and MI Public Libraries, Open Meeting information from MSU Extension, a sample Public Comment Policy, and CADL's Patron's Request for Reconsideration of Library Materials. Carol shared her knowledge and expertise regarding the information in the handbook.*

### **New Business:**

#### A. L4029 (Pages 27-32)

**M/S (P. Lindberg, K. Waldecker) to approve L4029 (Pages 27-32).** Motion carried.

#### B. Budget Second Reading – Discussion

- i. 22-23 Operations Summary Amended (Page 33)
- ii. 22-23 Operations Detail Amended and Operations Detail Proposed (Pages 34-37)
- iii. 23-24 Operations Summary Proposed (Page 38)
- iv. Bond Budget (Page 39)
- v. Capital Budget (Page 40)

#### C. Director's Evaluation (Pages 41-42) – Discussion

*Board Members' Director's Evaluation forms are due to be filled out and returned to the library by Wed. May 31, 2023*

### **Unfinished Business:**

*Elyshia presented a proposal from SecurAlarm of \$2,555 for two mounted panic buttons and four wireless & wearable panic buttons. Board members were questioning exactly who would be alerted once panic buttons were used. There was also some discussion about adding some exterior security cameras since the adjacent city park/playground was vandalized.*

*To honor and show appreciation for Judy VanDongen's (previous board president) years of service to CADL, the idea of creating a space called "Judy's Corner" in the Boersma Local History Room was presented and discussed. Board members seemed to like the idea and will donate funds to pay for a plaque which will be displayed in the area. Also, board members will recognize Judy VanDongen and Arno Driedger, who recently completed his term on the board, by donating funds to purchase dining gift cards.*

### **Public/Board Comments:**

*Elyshia informed the board that a laminator has been purchased and the Coopersville Historical Society has gifted CADL a book scanner.*

**Adjournment:** 9:20 p.m.

**Next Meeting:** June 21, 2023 at 7 p.m.

