

Coopersville Area District Library

Monthly Board Meeting

Date: February 18, 2026

Time: 7:00 pm

Place: 333 Ottawa Street, Coopersville MI 49404

Agenda

1. **Call to Order**
2. **Approval of Agenda (m) p. 1**
3. **Approval of the Minutes (January 21, 2026) (m) p. 2-3**
4. **Public Comment:**
5. **Financial Reports**
 - a. January Operations: Balance Sheets & Budget vs. Actual (r) p. 4-9
 - b. Approve January expenditures, including ACH transactions #21500-21506 totaling \$26,071.35 (m) p.10
 - c. Approve February checks to date, including ACH transactions #21507-21521 totaling \$21,823.48 (m) p. 11
 - d. Statement of Income (r) p. 12
 - e. Visa Reconciliation Detail (r) p. 13-14
 - f. CADL Building Expansion Budget Performance (r) p. 15
6. **Correspondence/Marketing (r) p. 16-19**
 - a. March Calendar
 - b. CADL Press Releases
 - c. Programming Flyers
 - d. Notice from City of Coopersville
7. **Director's Report (r) p. 20-23**
8. **Committee Reports (r)**
 - a. **Grounds Committee**
 - i. **01/21/2026 Minutes to come**
 - ii. **02/05/2026 Summary p. 24-27**
9. **Unfinished Business**
10. **New Business**
 - a. Audit Presentation Provided by Amy
11. **Public/board Comments:**
12. **Next Meeting Board Meeting: March 18, 2026 at 7PM**

(m) - motion, (r) - receive and file, (i) - information, (d) - discussion

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from January 21, 2026 Board Meeting

Call to Order: President Sue Boogaard-Rasch called the meeting to order at 7:03 pm.

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

Staff Present: Elyshia Hoekstra/Director

Absent: Pat Lindberg, Kathie Waldecker

M/S (G. Dunn, A. Deming) to approve 1/21/2026 agenda (Page 1). Motion carried.

M/S (R. DeVries, A. Deming) to approve 12/17/2025 Board Meeting minutes (Pages 2-3). Motion carried.

Public Present/Comments: None

Financial Reports:

- A. Informational review to receive and file December Operations: Balance Sheets & Budget vs. Actual (Pages 4-9).**
- B. M/S (R. DeVries, S. Mayrose) to approve** December expenditures, including ACH transactions #21470-21484 totaling \$23,662.30 (Pages 10-11). Motion carried.
- C. M/S (R. DeVries, S. Mayrose) to approve** January checks to date, including ACH transactions #21485-21499 totaling \$34,911.10 (Page 12). Motion carried.
- D. Informational review to receive and file Statement of Income (Pages 13-16).**
- E. Informational review to receive and file Visa Reconciliation Detail (Pages 17-19).**
- F. Informational review to receive and file CADL Building Expansion Budget Performance (Page 20).**

Correspondence/Marketing: – Pages 21-22 – Informational review to receive and file

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

Director's Report: – Pages 23-25 – Informational review to receive and file

**Pokemon Club for children 5-17 has also been added for 2026.*

**Because of the recent frozen capacitor issues-which have been resolved-there were questions regarding the age of the generator. Elyshia will check into the life expectancy of the current generator.*

Committee Reports:

The Building and Grounds Committee (Roland DeVries, Greg Dunn, Norine Fox) Board President Sue Boomgaard-Rasch and Director Elyshia Hoekstra met prior to the January 21, 2026 Board Meeting to discuss:

- A. Shakespeare Garden- Direction and Long-Range Plan
- B. Abigail Weise's Eagle Scout Project for the Shakespeare Garden

Financial Committee:

Bookkeeper Kim Lothshutz is planning to retire in 2026. Board Treasurer Amy Deming will assist with the replacement process and Kim will remain in her position during the rehiring. The 12-15-hour bookkeeper position will be posted soon. The pay rate will be \$15-\$18.00 per hour. Director Elyshia is considering pay per hour vs. a contract.

Unfinished Business:

Installation of cabinets, sink, venting, electrical updates in Community Room and automatic door openers in south entrance will begin either the second week in February, 2026 or second week in March, 2026. BCI Construction will be managing the project.

New Business: - Pages 26-43

A. \$5 Minimum for Credit Card Purchases – Discussion

M/S (S. Mayrose, R. DeVries) to approve removal of \$5.00 minimum purchase for use of credit card purchases (details in 1/17/2026 Director’s Report). Motion carried.

B. Glowforge Purchase – Page 26

M/S (G. Dunn, R. DeVries) to approve the \$6,999.00 purchase of a Glowforge Pro HD plus accessories and protection plan. The purchase includes a free Glowforge Aura (a mini Glowforge valued at \$1,199.00) (Page 26). Motion carried.

Glowforge requires minimal maintenance but does require venting which will be installed by BCI Construction.

C. Q1 2026 Strategic Plan Update – Pages 27-43 -Informational review to receive and file

Public/Board Comments:

**The heavy and continuous snowfall in January 2026 has created a time-consuming snow shoveling issue for staff who want access on the ramp, sidewalks, and steps to be safe for patrons and themselves. Roland reminded board of city ordinances which require walk ways to be cleared in a timely fashion. He suggested that Elyshia purchase a snowblower for easier snow removal. Perhaps the local hardware stores would sell one at a discounted price.*

**The Dr. Seuss Birthday Party will be held on Saturday, March 7, 2026.*

Adjournment: 8:41 pm.

Next Board Meeting: February 18, 2026 at 7:00 pm

Balance Sheet
 COOPERSVILLE AREA DISTRICT LIBRARY
 As of February 9, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
101-001 Choice One - Checking	163,224.44
101-003 ICS-FDIC Savings	-\$38,641.21
101-003-1 General ICS Savings	352,840.50
101-003-2 Dedicated ICS - Capital Projects	40,000.00
Total for 101-003 ICS-FDIC Savings	\$354,199.29
101-004 Building Debt Fund	151,795.42
101-005a Murray CD	15,015.96
101-007 Business Primary Share (Consumers Credit Union)	25.00
101-008 Consumers Credit Union	62,018.52
Total for Bank Accounts	\$746,278.63
Accounts Receivable	
101-018 Accounts Receivable	3,000.00
Total for Accounts Receivable	\$3,000.00
Total for Current Assets	\$749,278.63
Total for Assets	\$749,278.63
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
101-202 Accounts Payable	-\$1,530.17
202-2 Auditor Accounts Payable	
Total for 101-202 Accounts Payable	-\$1,530.17
Total for Accounts Payable	-\$1,530.17
Credit Cards	
101-211 VISA	513.56
Total for Credit Cards	\$513.56
Other Current Liabilities	
101-258 Payroll Liabilities	\$5,566.49
AFLAC	18.63
Federal Taxes (941/943/944)	1,576.91
MI Income Tax	928.24
MI Local Tax	83.96
Total for 101-258 Payroll Liabilities	\$8,174.23
Total for Other Current Liabilities	\$8,174.23
Total for Current Liabilities	\$7,157.62
Total for Liabilities	\$7,157.62

Balance Sheet
COOPERSVILLE AREA DISTRICT LIBRARY
As of February 9, 2026

DISTRIBUTION ACCOUNT	TOTAL
Equity	
101-370 Committed Fund Balance	250,000.00
3000 Opening Bal Equity	244,449.10
3900 Retained Earnings	176,773.09
Net Income	70,898.82
Total for Equity	\$742,121.01
Total for Liabilities and Equity	\$749,278.63

Profit and Loss Comparison
COOPERSVILLE AREA DISTRICT LIBRARY
July 1, 2025-February 9, 2026

DISTRIBUTION ACCOUNT	1-GENERAL OPERATIONS		2-DEBT SERVICE PAYMENT		3-CAPITAL PROJECTS		MURRAY FUND CD		TOTAL	
	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)
Income										
101-401 Property Taxes										
101-405 Local, Chester Twp Millage	37,834.71	32,544.07							\$37,834.71	\$32,544.07
405-1 IFT - Chester			32.14						32.14	
405-2- Local, Chester Twp Bond Payment			21,645.14	21,157.07					21,645.14	21,157.07
Total for 101-405 Local, Chester Twp Millage	37,834.71	32,544.07	21,677.28	21,157.07					\$59,511.99	\$53,701.14
101-406 Local,Polkton Twp Millage	51,673.25	47,286.05							\$51,673.25	\$47,286.05
406-2 Local, Polkton Twp Bond Payment			36,530.18	33,738.39					36,530.18	33,738.39
Total for 101-406 Local,Polkton Twp Millage	51,673.25	47,286.05	36,530.18	33,738.39					\$88,203.43	\$81,024.44
101-407 Local, Wright Twp Millage	52,757.35	51,748.17							\$52,757.35	\$51,748.17
407-1 IFT - Wright			438.68						438.68	
407-2 Local, Wright Twp Bond Payment	463.86		36,434.07	37,382.55					36,897.93	37,382.55
Total for 101-407 Local, Wright Twp Millage	53,221.21	51,748.17	36,872.75	37,382.55					\$90,093.96	\$89,130.72
101-408 Local,Coopersville Millage	64,577.58	62,704.18							\$64,577.58	\$62,704.18
408-2 Local, Coopersville Bond Payment			40,156.44	39,841.86					40,156.44	39,841.86
Total for 101-408 Local,Coopersville Millage	64,577.58	62,704.18	40,156.44	39,841.86					\$104,734.02	\$102,546.04
Total for 101-401 Property Taxes	207,306.75	194,282.47	135,236.65	132,119.87					\$342,543.40	\$326,402.34
101-539 State										
101-542 E-Rate Reimbursement	427.70	1,043.28							427.70	1,043.28
101-540 Grants, State		0.00								0.00
540-9 MI Humanities Council		0.00								0.00
Total for 101-540 Grants, State		0.00								\$0.00
101-541 State Aid,CADL		0.00								0.00
Total for 101-539 State	427.70	1,043.28							\$427.70	\$1,043.28
101-575 SBTE	757.24		266.49						1,023.73	
101-600 Charges for Services										
101-628 Cash Drawer		1,194.70								1,194.70
628-10 Over/Under	-3.51								-3.51	
628-1 Photocopier	1,182.80								1,182.80	
628-2 Fax	417.00								417.00	
628-3 DVS Rentals	686.00								686.00	
628-5 Game Rentals	293.00								293.00	
628-6 Room Rentals	555.00								555.00	
628-7 Lost Card	63.00								63.00	
628-9 Donations	8.48								8.48	
Total for 101-628 Cash Drawer	3,201.77	1,194.70							\$3,201.77	\$1,194.70
101-629 Cash Drawer - Fax (deleted)		585.00								585.00
101-630 Cash Drawer - DVD/Game rental (deleted)										
631-1 DVD Rentals (deleted)		646.00								646.00
631-2 Game Rentals (deleted)		206.00								206.00
Total for 101-630 Cash Drawer - DVD/Game rental (deleted)		852.00								\$852.00
101-631 Cash Drawer - Room Rental		447.00								447.00
101-632 Cash Drawer - Lost Card (deleted)		90.00								90.00
Total for 101-600 Charges for Services	3,201.77	3,168.70							\$3,201.77	\$3,168.70
101-655 Fines & Forfeitures										
655-2 Cash Drawer - Lost Items	88.98	48.91							88.98	48.91
655-3 Cash Drawer - Materials Fines	2,468.36	2,849.85							2,468.36	2,849.85
655-5 Fines & Forfeitures - Other	152.01	530.60							152.01	530.60
655-4 Ottawa Co Penal Fines		5.69								5.69
Total for 101-655 Fines & Forfeitures	2,709.35	3,435.05							\$2,709.35	\$3,435.05
101-664 Investment Earnings										
101-665 Interest, MoneyMarket Savings	9,886.04	8,016.99	308.32	328.25	5.12	341.07	371.12	10,535.43	8,721.48	
Total for 101-664 Investment Earnings	9,886.04	8,016.99	308.32	328.25	5.12	341.07	371.12	\$10,535.43	\$8,721.48	
101-672 Other Revenue										
101-674 Private Contributions/Donations										
101-677 Donations, Friends	550.00	350.00							\$550.00	\$350.00
677-1 Technology Programs	3,300.00								3,300.00	
677-2 Staff Meeting	400.00	400.00							400.00	400.00
677-6 Tween Space		3,277.36								3,277.36
750-i Virtual Programming		550.00								550.00
Total for 101-677 Donations, Friends	4,250.00	4,577.36							\$4,250.00	\$4,577.36
101-678 Sportsmen's Club	600.00	600.00							600.00	600.00
101-680 Donations, Other	350.00								350.00	
684-2 Winter Reading Club	450.00	325.00							450.00	325.00
101-675 Donations, Memorial		240.00					75.00			315.00
Total for 101-674 Private Contributions/Donations	5,650.00	5,742.36					75.00	\$5,650.00	\$5,817.36	
Total for 101-672 Other Revenue	5,650.00	5,742.36					75.00	\$5,650.00	\$5,817.36	
101-690 Other Financing Sources										
692-0 Cash Drawer - Donations	165.08	871.35							165.08	871.35
692-1 Cash Drawer - Over/Under	0.16	1.27							0.16	1.27
692-4 Misc. Revenue	1.00	1.00							1.00	1.00
692.7 Insurance-Water Damage Basement		1,592.70								1,592.70
Total for 101-690 Other Financing Sources	166.24	2,466.32							\$166.24	\$2,466.32

Profit and Loss Comparison
COOPERSVILLE AREA DISTRICT LIBRARY
July 1, 2025-February 9, 2026

DISTRIBUTION ACCOUNT	1-GENERAL OPERATIONS		2-DEBT SERVICE PAYMENT		3-CAPITAL PROJECTS		MURRAY FUND CD		TOTAL	
	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)
808 Travel	241.84	28.14							241.84	28.14
850 Telephone/Telecommunications	1,320.40								\$1,320.40	
850.1 Telecommunications (deleted)		1,192.85								1,192.85
Total for 850 Telephone/Telecommunications	1,320.40	1,192.85							\$1,320.40	\$1,192.85
880 Dues & Fees										
880-c Collection Agency Fee	302.97	59.10							302.97	59.10
880-d Credit Card Fees	89.36	65.15							89.36	65.15
880-e Credit Card Fees - Friends	1.28	0.00							1.28	0.00
880-f Dues & Fees, other	63.28								63.28	
880-h Licensing/Subscription Fees	2,571.85	4,191.80							\$2,571.85	\$4,191.80
880-h1 Movie License-Sportmens Club	364.00	623.21							364.00	623.21
Total for 880-h Licensing/Subscription Fees	2,935.85	4,815.01							\$2,935.85	\$4,815.01
880-j LLC Fees	15,111.78	12,672.25							15,111.78	12,672.25
880-k Membership Dues	746.99	841.99							746.99	841.99
880-a Bank Charges				5.00						5.00
880-b Bank Fees, Operations Acct		25.99		500.00						525.99
Total for 880 Dues & Fees	19,251.51	18,479.49		505.00					\$19,251.51	\$18,984.49
920 Utilites										
920-a Electric - Consumers Energy	8,338.38	8,971.87							8,338.38	8,971.87
920-b Gas - MI Gas Utilites	1,346.81	1,052.17							1,346.81	1,052.17
920-c Trash - Republic Services	112.35	74.90							112.35	74.90
920-d Water & Sewer - City	1,268.79	1,187.55							1,268.79	1,187.55
Total for 920 Utilites	11,066.33	11,286.49							\$11,066.33	\$11,286.49
930 Equipment Service/Repair										
930-a Audio/Visual Equipment	2,986.00	2,986.00							2,986.00	2,986.00
930-b Copier	2,349.47	2,109.30							2,349.47	2,109.30
930-d Fire/Security Equip										
930-d1 Monthly Fees	2,010.82	2,053.84							2,010.82	2,053.84
930-d2 On-Site Repairs & Service Calls	169.00	1,059.55							169.00	1,059.55
Total for 930-d Fire/Security Equip	2,179.82	3,113.39							\$2,179.82	\$3,113.39
930-e Generator	1,378.28	682.53							1,378.28	682.53
930-f Heating & Cooling	3,023.15	570.00							3,023.15	570.00
930-j Plumbing	350.00	360.00							350.00	360.00
930-h Window Blinds		107.00								107.00
Total for 930 Equipment Service/Repair	12,266.72	9,928.22							\$12,266.72	\$9,928.22
931 Grounds Service/Repairs										
931-c Snow Removal	1,900.00	1,900.00							1,900.00	1,900.00
931-d Sprinkler Service										
931-d2 Sprinkler Parts	41.00								41.00	
Total for 931-d Sprinkler Service	41.00								\$41.00	
931-a Grounds, Misc.		675.99				3,082.50				3,758.49
Total for 931 Grounds Service/Repairs	1,941.00	2,575.99				3,082.50			\$1,941.00	\$5,658.49
Total for 101-800 Other Services & Charges	60,526.95	58,384.29		1,505.00		3,082.50			\$60,526.95	\$62,971.79
101-970 Capital Outlay										
101-971 Equipment	10,483.57								\$10,483.57	
971-1 Equipment under \$500.00	429.98	469.97							\$429.98	\$469.97
971-1a Tween Space		4,925.36								4,925.36
Total for 971-1 Equipment under \$500.00	429.98	5,395.33							\$429.98	\$5,395.33
Total for 101-971 Equipment	10,913.55	5,395.33							\$10,913.55	\$5,395.33
101-973 Materials										
973-a Digitizing Project	850.00	850.00							850.00	850.00
973-b Periodicals/Newspapers	158.76	863.20							158.76	863.20
973-c DVDs	653.36	690.08							653.36	690.08
973-d Video Games	169.13	50.98							169.13	50.98
973-e Audio Materials	1,801.10	1,185.68							1,801.10	1,185.68
973-f Library of Things Collection	356.48								356.48	
973-g Digital Collections	7,848.24	7,267.29							7,848.24	7,267.29
973-h Printed Materials (Books)	14,472.29	14,190.72							\$14,472.29	\$14,190.72
984.1 VOX Books (deleted)		371.92								371.92
Total for 973-h Printed Materials (Books)	14,472.29	14,562.64							\$14,472.29	\$14,562.64
973-i Lost & Damaged Items	25.73	184.01							25.73	184.01
973-k Non-traditional (Hotspots)	3,412.13	4,637.84							3,412.13	4,637.84
973-l Non-Traditional, other		250.00								250.00
Total for 101-973 Materials	29,747.22	30,541.72							\$29,747.22	\$30,541.72
101-975 Capital Projects										
970-2 IT Updates to Computer Systems										
970-2f Staff and Patron Computers (deleted)						2,624.93				2,624.93
970-2g Kids Computer Replacement						1,899.98				1,899.98
Total for 970-2 IT Updates to Computer Systems						4,524.91				\$4,524.91
970-3 Staff Computer Chairs (deleted)						643.85				643.85
Total for 101-975 Capital Projects						5,168.76				\$5,168.76
Total for 101-970 Capital Outlay	40,660.77	35,937.05				5,168.76			\$40,660.77	\$41,105.81

Profit and Loss Comparison
COOPERSVILLE AREA DISTRICT LIBRARY
July 1, 2025-February 9, 2026

DISTRIBUTION ACCOUNT	1-GENERAL OPERATIONS		2-DEBT SERVICE PAYMENT		3-CAPITAL PROJECTS		MURRAY FUND CD		TOTAL	
	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)
101-580 Local Grants										
580-13 Rotary Grant										
580-14 Tween Grant		500.00								500.00
Total for 580-13 Rotary Grant		500.00								\$500.00
Total for 101-580 Local Grants		500.00								\$500.00
Total for Income	230,105.09	218,655.17	135,811.46	132,448.12		5.12	341.07	446.12	\$366,257.62	\$351,554.53
Cost of Goods Sold										
Gross Profit	230,105.09	218,655.17	135,811.46	132,448.12		5.12	341.07	446.12	\$366,257.62	\$351,554.53
Expenses										
101-701 Personnel Services										
701-a Salary,Wages	94,663.70	115,624.73						94,663.70		115,624.73
701-b Alerus 457	274.68	383.23						274.68		383.23
701-d Payroll Expenses	904.44	657.84						904.44		657.84
701-e Payroll taxes	7,187.92	9,140.70						7,187.92		9,140.70
701-f AFLAC Short Term Disb.	1,444.38							1,444.38		
701-g Health/Dental Insurance	5,476.32							5,476.32		
701-h Insurance, Operations	7,125.00	6,433.00						7,125.00		6,433.00
701-i MERS - Minimum Payment	15,360.00	14,008.00						15,360.00		14,008.00
701-l Staff Meetings	159.19	181.44						159.19		181.44
701-e Insurance, Employees (deleted)										
701-e2 Health/Dental Ins (deleted)		6,531.73								6,531.73
Total for 701-e Insurance, Employees (deleted)		6,531.73								\$6,531.73
Total for 101-701 Personnel Services	132,595.63	152,960.67						\$132,595.63		\$152,960.67
101-702 Personnel Services (deleted)										
Salary,Wages (deleted)	39,612.83							39,612.83		
Total for 101-702 Personnel Services (deleted)	39,612.83							\$39,612.83		
101-710 Personnel Services (deleted)										
Payroll taxes (deleted)	2,992.80							2,992.80		
Total for 101-710 Personnel Services (deleted)	2,992.80							\$2,992.80		
101-712 Personnel Services (deleted)										
Alerus/MERS 457 (deleted)	62.72							62.72		
Total for 101-712 Personnel Services (deleted)	62.72							\$62.72		
101-726 Supplies										
101-727 Operating Supplies										
727-a Collection Supplies	1,051.55	1,476.41						1,051.55		1,476.41
727-c Office Supplies (paper included)	315.29	846.00						315.29		846.00
727-d Postage	234.00	189.33						234.00		189.33
727-e Supplies, Building/Janitorial	1,546.40	819.50						1,546.40		819.50
727-b Computer/Printing Supplies		137.01								137.01
Total for 101-727 Operating Supplies	3,147.24	3,468.25						\$3,147.24		\$3,468.25
728 Programming Supplies										
728-a Adult Programs	339.79	553.43						339.79		553.43
728-b Advertising/Marketing/Printing	1,212.94	237.30						1,212.94		237.30
728-c Artwork/Decorations/Signage	46.19							46.19		
728-d Early Literacy Programming	574.25	36.89						574.25		36.89
728-e General Programming	390.55	479.98						\$390.55		\$479.98
728-e3 Makers Space (deleted)		431.16								431.16
Total for 728-e General Programming	390.55	911.14						\$390.55		\$911.14
728-f Summer Reading Clubs	304.44	161.93						304.44		161.93
728-g Teen Programming	38.12	171.23						\$38.12		\$171.23
728-g1 Tween Special Programming (deleted)		550.00								550.00
Total for 728-g Teen Programming	38.12	721.23						\$38.12		\$721.23
728-h Tween Programming	295.89							295.89		
728-i Winter Reading Program	-38.89	439.06						-38.89		439.06
728-j Makers Space	777.10							777.10		
728-l Programming Supplies - other	44.48							44.48		
Total for 728 Programming Supplies	3,984.86	3,060.98						\$3,984.86		\$3,060.98
Total for 101-726 Supplies	7,132.10	6,529.23						\$7,132.10		\$6,529.23
101-800 Other Services & Charges										
805 Professional/Contract Services										
805-a Audit Services	7,000.00	5,100.00						7,000.00		5,100.00
805-b Computer Tech Support										
805-b1 Erate - Broadband Services Monthly Fees	1,875.00	2,675.00						1,875.00		2,675.00
805-b2 Off-Site Contract Renewals		149.99								149.99
Total for 805-b Computer Tech Support	1,875.00	2,824.99						\$1,875.00		\$2,824.99
805-c Financial Services	75.00	75.00		1,000.00				75.00		1,075.00
805-d Janitorial Service										
805-d2 Cleaning Service	4,008.30	5,611.62						4,008.30		5,611.62
805-d3 Gutter Cleaning	250.00							250.00		
Total for 805-d Janitorial Service	4,258.30	5,611.62						\$4,258.30		\$5,611.62
805-j Legal Fees	1,173.00	906.50						1,173.00		906.50
805-m Workshops, Inservice	57.85	275.00						57.85		275.00
805-k Performers-Professional		100.00								100.00
Total for 805 Professional/Contract Services	14,439.15	14,893.11		1,000.00				\$14,439.15		\$15,893.11

Profit and Loss Comparison
 COOPERSVILLE AREA DISTRICT LIBRARY
 July 1, 2025-February 9, 2026

DISTRIBUTION ACCOUNT	1-GENERAL OPERATIONS		2-DEBT SERVICE PAYMENT		3-CAPITAL PROJECTS		MURRAY FUND CD		TOTAL	
	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)	JUL 1 2025 - FEB 9 2026	JUL 1 2024 - FEB 9 2025 (PY)
101-990 Building Expansion										
101-994 Bond Interest			11,775.00	13,068.75					11,775.00	13,068.75
Total for 101-990 Building Expansion			11,775.00	13,068.75					\$11,775.00	\$13,068.75
Total for Expenses	283,583.80	253,811.24	11,775.00	14,573.75		8,251.26			\$295,358.80	\$276,636.25
Net Operating Income	-53,478.71	-35,156.07	124,036.46	117,874.37		-8,246.14	341.07	446.12	\$70,898.82	\$74,918.28
Other Income										
Other Expenses										
Net Other Income										
Net Income	-53,478.71	-35,156.07	124,036.46	117,874.37		-8,246.14	341.07	446.12	\$70,898.82	\$74,918.28

General Operations January 13th - 31st, 2026

Date	Num	Name	Amount
01/12/2026		Deposit	\$34,757.89
01/13/2026		Square	\$3.50
01/15/2026		Square	\$9.33
01/16/2026		Square	\$26.82
01/20/2026		Square	\$127.87
01/20/2026		Square	\$39.74
01/21/2026		Square	\$3.16
01/22/2026		Square	\$10.42
01/22/2026		Deposit	\$103,296.91
01/23/2026		Square	\$31.50
01/26/2026		Square	\$9.59
01/26/2026		Deposit	\$163.25
01/26/2026		Deposit	\$5,740.41
01/26/2026		Deposit	\$24,276.71
01/27/2026		Square	\$18.40
01/29/2026		Deposit	\$10,518.87
01/30/2026		Square	\$5.54
01/31/2026		Interest	\$58.96
01/22/2026	Transfer	To Building Fund	(\$2,736.86)
01/21/2026	ACH	Alerus Retirement	(\$248.06)
01/22/2026	ACH	Aflac	(\$248.46)
01/23/2026	ACH	Visa	(\$2,100.92)
1/26/2026	ACH	Visa	(\$8,837.55)
01/27/2026	ACH	Consumers Energy	(\$996.10)
01/27/2026	ACH	Alerus Retirement	(\$62.78)
01/16/2026	DD	Payroll	(\$974.31)
01/21/2026	DD	Payroll	(\$6,620.10)
01/19/2026	21500	DHE Plumbing and Mechanical	(\$713.83)
01/19/2026	21501	Brodart Co.	(\$93.45)
01/19/2026	21502	Zoobean Inc	(\$581.66)
01/19/2026	21503	City of Coopersville	(\$65.73)
01/20/2026	21504	Cengage Learning	(\$333.54)
01/20/2026	21505	Heimler Consulting	(\$285.00)
01/20/2026	21506	Foster, Swift, Collins, & Smith P.C.	(\$1,173.00)
			\$153,027.52

General Operations February 1st - 9th, 2026

Date	Num	Name	Amount
02/02/2026	Cash Drawer	Deposit	196.55
02/06/2026	Square	Deposit	14.21
02/02/2026	ACH	Priority Health	(1,055.76)
02/05/2026	ACH	M.E.R.S.	(1,920.00)
02/04/2026	ACH	Overdrive	(5.78)
02/04/2026	ACH	OverDrive	(35.69)
02/04/2026	ACH	OverDrive	(498.48)
02/06/2026	ACH	Alerus Retirement	(304.51)
02/09/2026	ACH	IRS	(2,896.63)
02/09/2026	ACH	Michigan Gas Utilities	(442.38)
02/23/2026	ACH	Consumers Energy	(1,007.29)
02/02/2026	Transfer	Transfer to Building Fund	(2,386.53)
02/04/2026	DD	Payroll	(6,499.57)
02/02/2026	21507	Brodart Co.	(93.20)
02/02/2026	21508	Lakeland Library Cooperative	(25.40)
02/02/2026	21509	U.S. Bank Equipment Finance	(349.82)
02/02/2026	21510	Orcabook	(15.17)
02/02/2026	21511	Katie Van Huis.	(404.14)
02/02/2026	21512	T-Mobile	(216.61)
02/02/2026	21513	Everon	(87.01)
02/05/2026	21514	DHE Plumbing and Mechanical	(1,719.32)
02/05/2026	21515	Katie Van Huis.	(206.34)
02/05/2026	21516	Visa	(336.08)
02/05/2026	21517	New Views LLC	(801.66)
02/05/2026	21518	The Library Network	(51.50)
02/09/2026	21519	Brodart Co.	(233.89)
02/09/2026	21520	Heimler Consulting	(409.99)
02/09/2026	21521	AcenTek ascending Technology	(31.49)
			(21,823.48)

Coopersville Area District Library

Statement of Financial Income

July 2025 - June 2026

	1-GENERAL OPERATIONS	2-DEBT SERVICE PAYMENT	MURRAY FUND CD	TOTAL
Income				
101-401 Property Taxes	207,306.75	135,236.65	0.00	\$342,543.40
101-539 State	427.70	0.00	0.00	\$427.70
101-575 SBTE	757.24	266.49	0.00	\$1,023.73
101-600 Charges for Services	3,201.77	0.00	0.00	\$3,201.77
101-655 Fines & Forfeitures	2,709.35	0.00	0.00	\$2,709.35
101-664 Investment Earnings	9,886.04	308.32	341.07	\$10,535.43
101-672 Other Revenue	5,650.00	0.00	0.00	\$5,650.00
101-690 Other Financing Sources	166.24	0.00	0.00	\$166.24
Services	0.00	0.00	0.00	\$0.00
Total Income	\$230,105.09	\$135,811.46	\$341.07	\$366,257.62
GROSS PROFIT	\$230,105.09	\$135,811.46	\$341.07	\$366,257.62
Expenses				
Total Expenses				\$0.00
NET OPERATING INCOME	\$230,105.09	\$135,811.46	\$341.07	\$366,257.62
NET INCOME	\$230,105.09	\$135,811.46	\$341.07	\$366,257.62

JANUARY 2026
VISA REC.

COOPERSVILLE AREA DISTRICT LIBRARY

101-211 VISA, Period Ending 02/01/2026

RECONCILIATION REPORT

Reconciled on: 02/05/2026

Reconciled by: Kim Lothschutz

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	4,220.15
Charges and cash advances cleared (43)	11,759.88
Payments and credits cleared (10)	-15,643.95
Statement ending balance	336.08
Uncleared transactions as of 02/01/2026	75.60
Register balance as of 02/01/2026	411.68

Details

Charges and cash advances cleared (43)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/19/2025	Expense		Streamline	295.89
12/21/2025	Expense	10001452764344	Intuit	115.00
12/31/2025	Expense	5451094248	Google LLC	75.60
01/03/2026	Expense		Amazon.com	11.62
01/04/2026	Expense		Amazon.com	22.07
01/04/2026	Expense		Amazon.com	16.50
01/04/2026	Expense		Amazon.com	19.47
01/05/2026	Expense		Amazon.com	11.39
01/05/2026	Expense		Amazon.com	19.96
01/05/2026	Expense		Amazon.com	188.29
01/05/2026	Expense		Amazon.com	21.97
01/05/2026	Expense		327 Pizza	20.00
01/05/2026	Expense		Family Fare	91.58
01/06/2026	Expense		Amazon.com	174.59
01/07/2026	Expense		Dollar General	20.11
01/07/2026	Expense		Amazon.com	42.26
01/08/2026	Expense		Gordon Food Service	68.46
01/09/2026	Expense		Ebay	7.88
01/09/2026	Expense		WuFoo	22.00
01/12/2026	Expense		Cummins Sales & Service	682.53
01/13/2026	Expense		Amazon.com	13.79
01/13/2026	Expense		Panera Bread	21.34
01/13/2026	Expense		Amazon.com	158.78
01/16/2026	Expense		US Postmaster	78.00
01/17/2026	Expense	INV12572386	Vonage	121.94
01/18/2026	Expense		Amazon.com	30.75
01/20/2026	Expense		Family Farm & Home	10.91
01/20/2026	Expense		Coopersville Hardware & Feed	18.00
01/20/2026	Expense		Coopersville Hardware & Feed	26.49
01/20/2026	Expense		Amazon.com	57.86
01/20/2026	Expense		Amazon.com	112.29
01/20/2026	Expense		Amazon.com	19.95
01/21/2026	Expense	10001460986580	Intuit	115.00
01/23/2026	Expense		Amazon.com	45.56
01/23/2026	Expense		GlowForge	8,597.00
01/23/2026	Expense		Netflix	7.99
01/25/2026	Expense		Disney	4.99
01/25/2026	Expense		HBO/MAX	2.99
01/25/2026	Expense		Amazon.com	16.60
01/28/2026	Expense		Amazon.com	7.19
01/28/2026	Expense		Amazon.com	149.04
02/01/2026	Expense		Ace Hardware	29.13

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/01/2026	Expense		ADT Security Services (VISA)	186.58
Total				11,759.88

Payments and credits cleared (10)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/05/2026	Bill		Visa	-4,631.04
01/08/2026	Credit Card Credit			-12.64
01/08/2026	Credit Card Credit			-5.99
01/09/2026	Credit Card Credit			-11.43
01/23/2026	Credit Card Payment		Visa	-2,100.92
01/26/2026	Check	ACH	Visa	-8,837.55
02/01/2026	Credit Card Credit		Amazon.com	-5.35
02/01/2026	Credit Card Credit		Amazon.com	-11.39
02/01/2026	Credit Card Credit		Amazon.com	-0.16
02/01/2026	Credit Card Credit		Amazon.com	-27.48
Total				-15,643.95

Additional Information

Uncleared charges and cash advances as of 02/01/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/31/2026	Expense	5473439447	Google LLC	75.60
Total				75.60

COOPERSVILLE AREA DISTRICT LIBRARY

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L Classes

July 2025 - June 2026

	2-DEBT SERVICE PAYMENT			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
101-401 Property Taxes	135,236.65	136,700.00	-1,463.35	\$135,236.65	\$136,700.00	\$ -1,463.35
101-539 State		2,200.00	-2,200.00	\$0.00	\$2,200.00	\$ -2,200.00
101-575 SBTE	266.49		266.49	\$266.49	\$0.00	\$266.49
101-664 Investment Earnings	308.32	500.00	-191.68	\$308.32	\$500.00	\$ -191.68
Total Income	\$135,811.46	\$139,400.00	\$ -3,588.54	\$135,811.46	\$139,400.00	\$ -3,588.54
GROSS PROFIT	\$135,811.46	\$139,400.00	\$ -3,588.54	\$135,811.46	\$139,400.00	\$ -3,588.54
Expenses						
101-800 Other Services & Charges		1,510.00	-1,510.00	\$0.00	\$1,510.00	\$ -1,510.00
101-990 Building Expansion	11,775.00	143,550.00	-131,775.00	\$11,775.00	\$143,550.00	\$ -131,775.00
Total Expenses	\$11,775.00	\$145,060.00	\$ -133,285.00	\$11,775.00	\$145,060.00	\$ -133,285.00
NET OPERATING INCOME	\$124,036.46	\$ -5,660.00	\$129,696.46	\$124,036.46	\$ -5,660.00	\$129,696.46
NET INCOME	\$124,036.46	\$ -5,660.00	\$129,696.46	\$124,036.46	\$ -5,660.00	\$129,696.46



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Craft Time (Senior Focus) 1:00 PM Maker Monday 4:00 PM	3 Storytime 10:00 AM TAB 3:30 PM	4 Move & Groove 10:00 AM & 10:45 AM Fraud and Scam Prevention with Det. Joseph Monger 1:00-3:00PM	5 Lecture Series: <i>Greece - Land of History, Beauty & Inspiration</i> 1:00 PM	6	7 Dr. Seuss Birthday Bash 11:00AM- 1:00PM
8	9 Maker Monday 4:00 PM	10 Storytime 10:00 AM	11 Move & Groove 10:00 AM & 10:45 AM Adult Book Club: <i>Lessons in Chemistry</i> 7:00 PM	12 Pokémon Club 4:00-5:30 PM	13 Movie Matinee: <i>Suffragette</i> 1:00 PM	14
15	16 Maker Monday 4:00 PM	17 Storytime 10:00 AM TAB 3:30 PM	18 Move & Groove 10:00 AM & 10:45 AM Library Board Meeting 7:00 PM	19 Senior Game Day 1:00 PM Adult Craft Night 6:00 PM	20 OAISD Play 'N' Learn 10:00 AM Community Makerspace 2:30-4:30 PM	21
22	23 Maker Monday 4:00 PM	24 Storytime 10:00 AM Premiere Movie: <i>Hamnet</i> 6:30 PM	25 Move & Groove 10:00 AM & 10:45 AM	26 Cookbook Club 6:00 PM	27	28
29	30 Maker Monday 4:00 PM	31 Storytime 10:00 AM TAB 3:30 PM				Hours: Monday and Thursdays: 12-8 pm Tuesdays, Wednesdays, and Fridays: 10 am -5:30pm Saturdays: 10 am - 2 pm www.coopersvillelibrary.org

Upcoming Events at Your Library

Activities for Seniors - The library has partnered with the city's Senior Recreation department to offer more entertainment and enrichment events for local seniors. While these events have a senior focus, all adults 18+ are welcome to attend any and every program. Pre-registration is not required.

Craft Afternoon at 1:00 p.m. on the first Monday of the month (February 2)
Movie Matinee at 1:00 p.m. on the second Friday of the month (February 13) - Please call the library or check online for the specific title.

Game Day at 1:00 p.m. on the third Thursday of the month (February 20) - Join us to learn how to play *Swipe*, this month's featured card game!

Adult Book Club - Adult Book Club meets on the 2nd Wednesday of each month at 7:00 p.m. The title up for discussion on February 11 is the novel, *The*

Correspondent, by Virginia Evans.

Adult Winter Reading - Continue to keep track of your reading from now through January 31, 2026, for the chance to win prizes from local businesses! Anyone ages 18+ can register for the program. Registration is available in-person at the library or on the Beanstack tracker app.

January Series - The library is once again a remote host site for Calvin University's popular *January Series*. Livestreams of the lectures are held from 12:30 - 1:30 p.m., Monday through Friday, now through January 30, 2026. Visit <https://calvin.edu/january-series> for a full schedule.

Maker Mondays - Join Mr. Zach from 4:00-5:00 p.m. on Monday afternoons for a variety of STEM activities, games, and experiments for kids and tweens! Registration is not required.

Move & Groove - Move & Groove is

geared towards kids 12 months and older. Due to its popularity, there are now two sessions: Wednesdays, 10:00 a.m. and 10:45 a.m. Registration is not required.

Play 'N' Learn - Ottawa Area Intermediate School District (OAISD) will be hosting another Play 'N' Learn on Friday, February 20, at 10:00 a.m. This program is designed for families with children ages birth to 5 years old. Pre-registration is not required.

Pokémon Club - Do you love all things Pokémon? Join Mr. Zach for the library's first Pokémon Club meeting from 3:30-5:00 p.m. on Thursday, January 29. Learn about collecting, trading, and playing Pokémon cards! Anyone ages 5-17 can participate. Pre-registration is not required.

Premiere Movie Night - Premiere Movie Nights showcase a newly released film on the 4th Tuesday of each month. Doors open at 6:00 p.m. and the show

starts at 6:30 p.m. The next movie is on January 27. Please call the library or visit its website to find out the title. Thanks to the Coopersville Sportsman's Club for making these movie nights possible!

Preschool Story Time - Preschool Story Time, geared towards kids 2.5-5 years old, meets at 10:00 a.m. on Tuesday mornings. Registration is not required.

Road Scholar Lecture - The next virtual Road Scholar lecture that the library is hosting is at 1:00 p.m. on Thursday, February 5. Join art historian Matthew Palczynski to examine Georgia O'Keefe's iconic career paintings of landscapes, flowers and desert forms, and explore why her beloved works remain so powerful today. Registration is not required.

For more information on library operations and services, please visit the library's Facebook page or its website, www.coopersvillelibrary.org.

Upcoming Events at Your Library

Activities for Seniors - The library has partnered with the city's Senior Recreation department to offer more entertainment and enrichment events for local seniors. While these events have a senior focus, all adults 18+ are welcome to attend any and every program. Pre-registration is not required. Movie Matinee at 1:00 p.m. on the second Friday of the month (February 13) - Please call the library or check online for the specific title. Game Day at 1:00 p.m. on the third Thursday of the month (February 20) - Join us to learn how to play Swipe, this month's featured card game!

Adult Book Club - Adult Book Club meets on the 2nd Wednesday of each month at 7:00 p.m. The title up for discussion on February 11 is the novel *The Correspondent*, by Virginia Evans.

Adult Craft Night - Adult Craft Night meets at 6:00 p.m. on the 3rd Thursday of each month. On Thursday, February 19, come make your own birdseed ornaments! Space is limited, so registration is required. Call the library or go to coopersvillelibrary.org to reserve your spot.

Cookbook Club - Cookbook Club meets at 6:00 p.m. on the 4th Thursday of each month. The next meeting is Thursday, February 26. This month's selection is, *What to Cook When You Don't Feel Like Cooking*, by Caroline Chambers. This program is for ages 18 and over. Cooks of all experience levels are welcome! For more information, call the library or email info@coopersvillelibrary.org.

Maker Mondays - Join Mr. Zach from 4:00-5:00 p.m. on Monday afternoons for a variety of STEM activities, games, and experiments

to everyone from kids to adults. Registration is not required to attend.

Move & Groove - Move & Groove is geared towards kids 12 months and older. Due to its popularity, there are now two sessions every Wednesday: 10:00 a.m. and 10:45 a.m. Registration is not required.

Play 'N' Learn - Ottawa Area Intermediate School District (OAISD) will be hosting another Play 'N' Learn on Friday, February 20, at 10:00 a.m. This program is designed for families with children ages birth to 5 years old. Pre-registration is not required.

Pokémon Club - Do you love all things Pokémon? Join Mr. Zach for the next Pokémon Club meeting from 3:30-5:00 p.m. on Thursday, February 12. Learn about collecting, trading, and playing Pokémon cards! Anyone ages 5-17 can participate. Pre-registration is not required.

Premiere Movie Night - Premiere Movie Nights showcase a newly released film on the 4th Tuesday of each month. Doors open at 6:00 p.m. and the show starts at 6:30 p.m. The next movie is on February 24. Please call the library or visit its website to find out the title. Thanks to the Coopersville Sportsman's Club for making these movie nights possible!



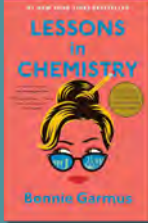
Preschool Story Time - Preschool Story Time, geared towards kids 3-6 years old, meets at 10:00 a.m. on Tuesday mornings. Registration is not required.

Road Scholar Lecture - The next Road Scholar virtual lecture is at 1:00 p.m. on Thursday, February 26. Join author and professor Louis Masur as he traces the northern journey of Thomas Jefferson and James Madison, exploring the enduring bond between these

**DR. SEUSS'S
BIRTHDAY PARTY!**


SATURDAY, MARCH 9TH FROM 11:00am - 1:00pm

We'll have a big birthday cake,
and fun crafts to make!
And with a fun group game to play,
we will have quite a fun day!

**Coopersville Area
District Library**
Connect • Enrich • Empower


March Book Club
Wednesday, March 11, at 7 PM



*VIRTUAL LECTURE:
FORGING A FRIENDSHIP —
JEFFERSON & MADISON'S
NORTHERN JOURNEY*

**THURSDAY,
FEBRUARY 26TH
1:00PM**

Join us at the library as we stream a virtual lecture by author and professor Louis Masur.



CADL SENIOR SERIES

Game Day

**3RD THURSDAY OF THE MONTH
1:00-2:30PM**

FEB. 19TH | MAR. 19TH | APR. 16TH

NO REGISTRATION REQUIRED

THIS PROGRAM IS ORIENTED TOWARDS SENIORS,
BUT ALL ADULTS 18+ ARE INVITED TO PLAY!

**DROP IN TO PLAY CLASSIC
CARD AND BOARD GAMES
AND LEARN THE MONTH'S
FEATURED GAME!**





*VIRTUAL LECTURE:
GREECE — LAND OF HISTORY,
BEAUTY & INSPIRATION*

**THURSDAY,
MARCH 5TH
1:00PM**

Join us at the library as we stream a virtual lecture by professional tour guide, Eleni Petroutsou.




2026 Quilt Show
Celebrate National Quilt Month!

Come see local quilts on display
throughout the month of March!


**Coopersville Area
District Library**
Connect • Enrich • Empower

333 Ottawa St.
Coopersville MI, 49404

CITY OF COOPERSVILLE

289 Danforth Street
Telephone: (616) 997-9731 • Facsimile: (616) 997-6679
www.cityofcoopersville.com



February 3, 2026

Ms. Elyshia Hoekstra, Executive Director
Coopersville Area District Library
333 Ottawa St.
Coopersville, MI 49404

Dear Ms. Hoekstra:

This letter is to provide you with official notice pursuant to Public Act 198 of 1974 that the Coopersville City Council will hold a "Public Hearing" on Monday, March 9, 2026, at 7:00 p.m. at Coopersville City Hall, 289 Danforth Street, Coopersville, Michigan.

The purpose of the hearing will be to obtain input on an application the City of Coopersville has received for an Industrial Facilities Tax Exemption Certificate from Imperial Design Technologies Ltd, 510 O'Malley Drive, Coopersville, MI 49404 for Real Property improvements totaling \$1,233,018.00.

You or your representative is invited to attend the "Public Hearing" and provide comments on the application. If you are unable to attend, you may provide written comments to the Coopersville City Clerk by 5:00 p.m., Monday, March 9, 2026.

Should you have any questions, please feel free to contact me at 997-9731, or by e-mail at kborgman@cityofcoopersville.com.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Borgman".

Kimberly Borgman
City Clerk

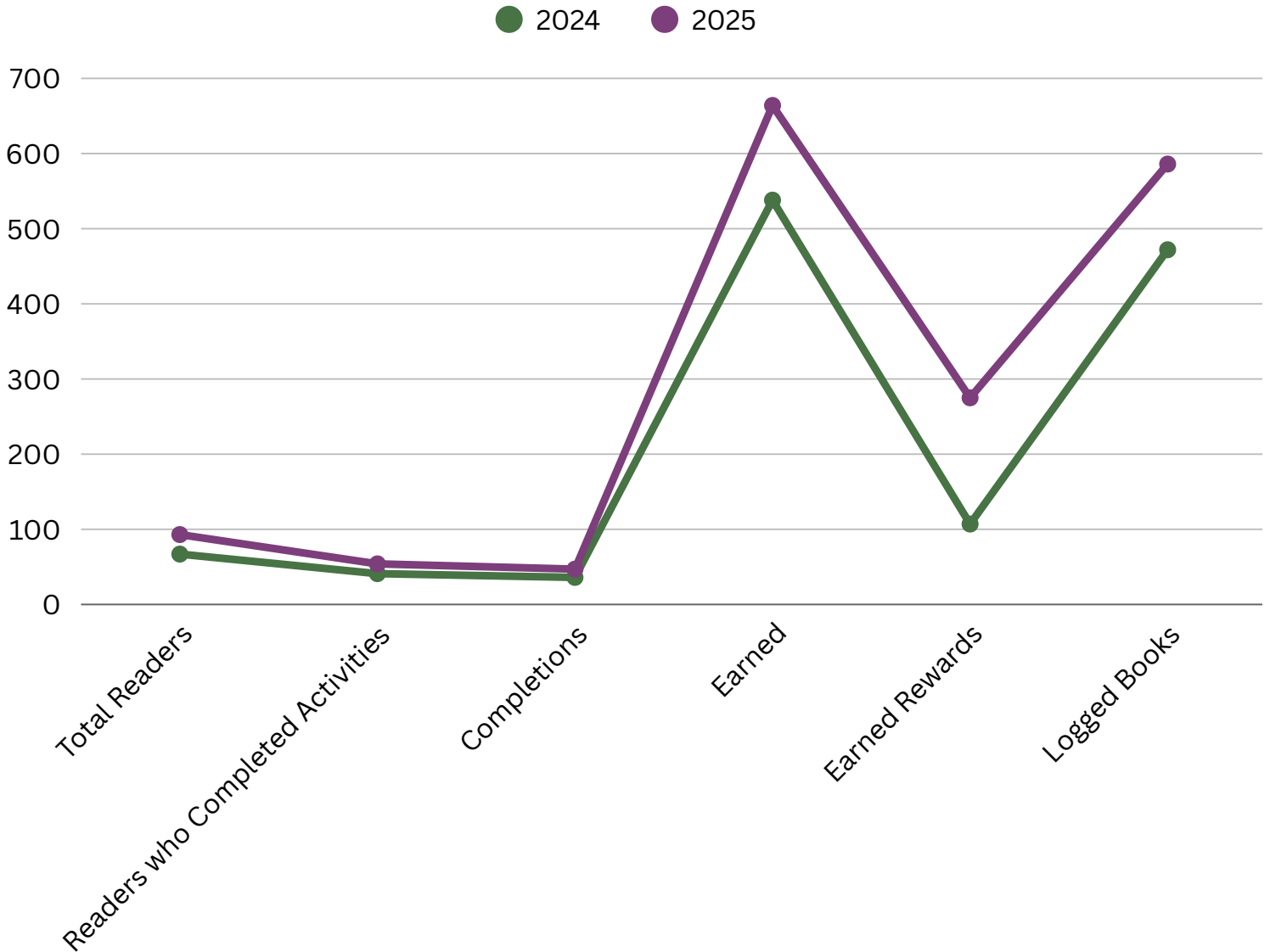
*Received
2/6/26
ET*

January 2025 Director's Report

Programming

Winter Reading

Winter reading participation was up this year compared to last year in almost every category Liz compared. Here are some of the highlights.



Quilt Month

We are once again participating in Quilt Month with other Ottawa County libraries by having a display at the library. However, with the uncertainty over construction happening in our

community room during the time, we've decided to have a smaller display in the display case and near the checkout area rather than the large display in the community room. We are also hoping to adapt some of regular programming to celebrate Quilt Month in that way, but we aren't sure exactly yet how that will work out.

Financial/Staff

Bookkeeper Position

We've had several applicants for the bookkeeper position. A few hold some of the qualifications we are looking for. We are looking to interview early on the week of the 16th for the qualified candidates who have already applied. I've put an end date on applications for February 13, but I'll reopen it if we don't find a suitable candidate in the first round.

CD Renewal

Our CD at Choice One has come up for renewal. They are giving us 3.5% APR for a 1 year renewal.

Building

Construction Updates

Several of the library staff and Norine from the Grounds Committee met with Logan from BCI on Thursday morning (Feb 6th) to go over some design features for the community room. Katie summarized the meeting. We can consider them official minutes or merely notes as only one Grounds Committee member was able to attend.

Early plumbing and electrical work will have begun on February 12, 13, and 16. Cabinet renderings should be ready fairly soon and then once those approved, we are hoping for a March or early April install for those. I've corresponded with Logan via email on a sink and faucet based on discussion at the meeting.

Roof Leak

A couple days ago, a patron informed us that the ceiling in our small meeting room was leaking. I called Triangle Associates as they were the last ones to help us with a roof leak and so we could double-check that nothing involved was still under warranty (which is not). They came out on Thursday, Feb. 12 and had a look at it. I was at Lakeland meetings at the time so I was not able to connect with him. However, Katie said that he had a tech available to work

on it on the 12th already, so she went ahead and gave him the go ahead. I agreed as we didn't want the leaking to continue as weather warmed.

Statistics

January 2025

	1/1/2026	1/1/2025			Current YR	Last Yr	
	Current Yr	Last Yr	% Change		2025-2026 YTD	2024-2025 YTD	% Change
Circulation							
Items checked out at CADL	3,192	2,954	8%		24,614	32,004	-23%
OverDrive E-Book circulation	1,412	1,364	4%		7,746	11,053	-30%
E-Magazines	198	231	-14%		2,051	1,564	31%
Hoopla	384	394	-3%		3,324	3,041	9%
Items Loaned to other libraries	566	566	0%		3,564	3,894	-8%
Renewals	1,779	1,790	-1%		14,989	18,137	-17%
Total Circulation	7,531	7,299	3%		56,288	69,693	-19%
Library Patrons							
Patrons getting 1st library card	21	31	-32%		196	214	-8%
Registered CADL Patrons	3,929	4,013	-2%		3,929	4,013	-2%
Library Collection							
*Items Added:	147	164	-10%		1,362	8,962	-85%
Items Withdrawn	543	50	986%		1,200	1,403	-14%
Total Items owned	42,483	44,931	-5%		42,483	44,931	-5%
Interlibrary Loans							
Items Loaned to other libraries	566	566	0%		3,564	3,894	-8%
Borrowed- LLC + Mel	502	539	-7%		3,043	4,200	-28%
Traffic Count							
Library Visits	2,815	2,185	29%		19,946	21,846	-9%
Programming & Services							
Open Hours	170	173	-2%		1,255	1,405	-11%
Children's Program Attendance	386	332	16%		2,403	2,206	9%
Program Attendance Total	460	449	2%		3,007	2,868	5%
Number of Monthly Programs	42	30	40%		200	191	5%
Internet Computer Sessions	342	320	7%		2,372	2,369	0%
Wireless Sessions	773	868	-11%		5,749	7,232	-21%

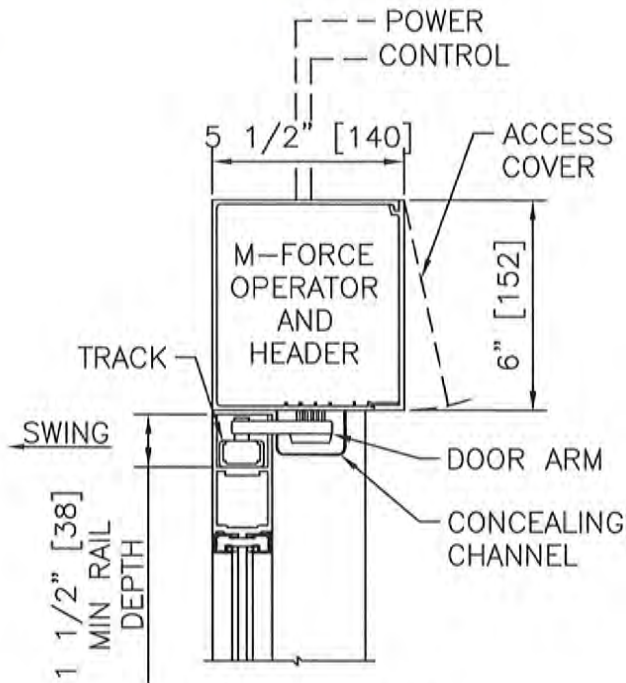
Meeting with BCI: Community Room Specs

Thursday, February 5

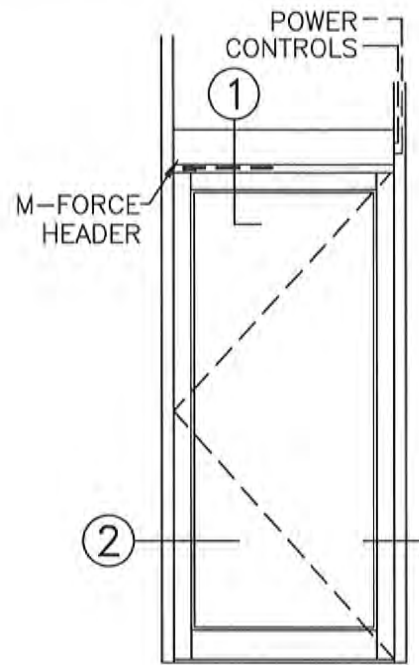
11:00 a.m.

Present: Elyshia Hoekstra, Kim Lothschutz, Norine Fox, Katie VanHuis

- **Sink**
 - Material: Stainless steel won out over ceramic after discussion.
 - Faucet: Both a single knob handle and a motion-sensor handle were debated. Motion-sensor would be more accessible and easier to use, but the pricing may make a difference in final decision.
 - Backsplash: Leaning towards a colorful tile that will tie in to accent wall. No texture or color was finalized as there were no samples given.
- **Cabinetry**
 - Color: Wallaby (WilsonArt) matches the neutral walls in Community Room, so it will stand out on the green accent wall.
 - Uppers can be 12" or 16" deep.
 - Lowers are 24" deep.
 - Cabinets can be lockable, if desired.
 - Hardware can be changed, if desired. (\$6-\$7 per piece limit)
- **Countertop**
 - Color: Asian Night (WilsonArt) matches the kitchen countertop and ties into the carpet.
- **Accessible entry doors**
 - Buttons are wireless, requiring batteries.
 - Outside button will be on the outer community room wall.
 - Inside button will be on the wall underneath the plaque of the board of trustees, as it is a better surface than the glass by the spin-around racks.
- **Timeline**
 - February 12-13: Initial plumbing for Community Room sink and initial wiring for accessible entry doors. Estimate of a day's worth of work.
 - Week of February 16: Any necessary continuation of previous week's work, patching up drywall, etc.
 - April (weather-dependent): Three to four days for installing the outdoor ramp.
- **Action items for BCI**
 - Render a CAD of the space, now that finishes have been chosen.
 - Confirm via email the dates and times for working next week.
 - Look into whether a double vent is needed, now that there are 2 Glowforge machines.
- **Action items for CADL**
 - Make sure the upper cabinets are 16" deep on the CAD rendering.
 - Decide which hardware to choose for cabinets – keep the standard or find replacement?
 - Decide which cabinets need locks.
 - Double check the depth of the Glowforge to make sure there are no issues fitting on the countertop.
 - Do any necessary prep of the room and entryway for BCI to work in next week.
 - Inform staff and patrons of the upcoming work.

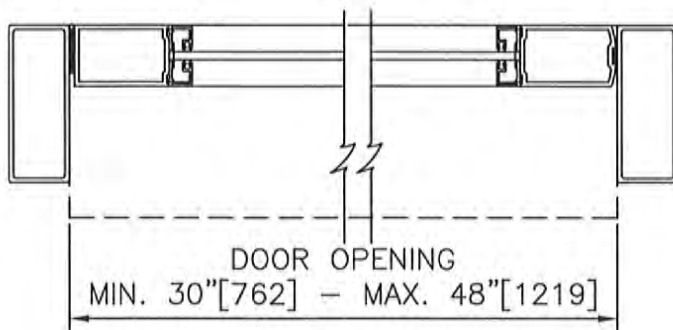


① VERTICAL SECTION

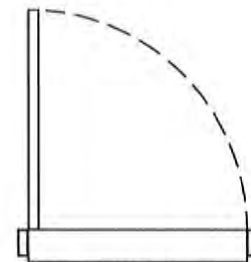


ELEVATION

EXTERIOR



② HORIZONTAL SECTION



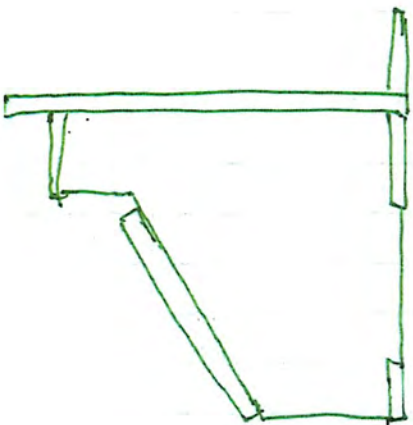
INTERIOR PLAN

NOTES

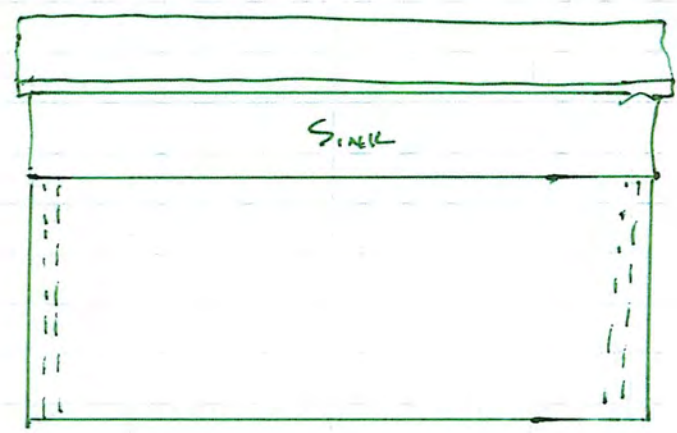
1. DETAILS NOT TO SCALE.
2. ELECTRICAL REQUIREMENTS: BY ELECTRICAL CONTRACTOR
 - 2.1. 120 VAC, 5 AMP MIN TO OPERATOR.
 - 2.2. CONTROL CIRCUIT FROM ACTIVATION TO OPERATOR.
3. DOORS, FRAMES, AND HARDWARE BY OTHERS.
4. DOORS MUST BE UN-LATCHED FOR PROPER OPERATION. PROVIDE TIME DELAY RELAY WHEN REQUIRED FOR PROPER OPERATION.
5. OPERATOR AND INSTALLATION TO COMPLY WITH ANSI/BHMA A156.19.
6. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.

Coopersville District Library

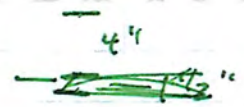
1-29



4"
1 1/2"



36"



34"



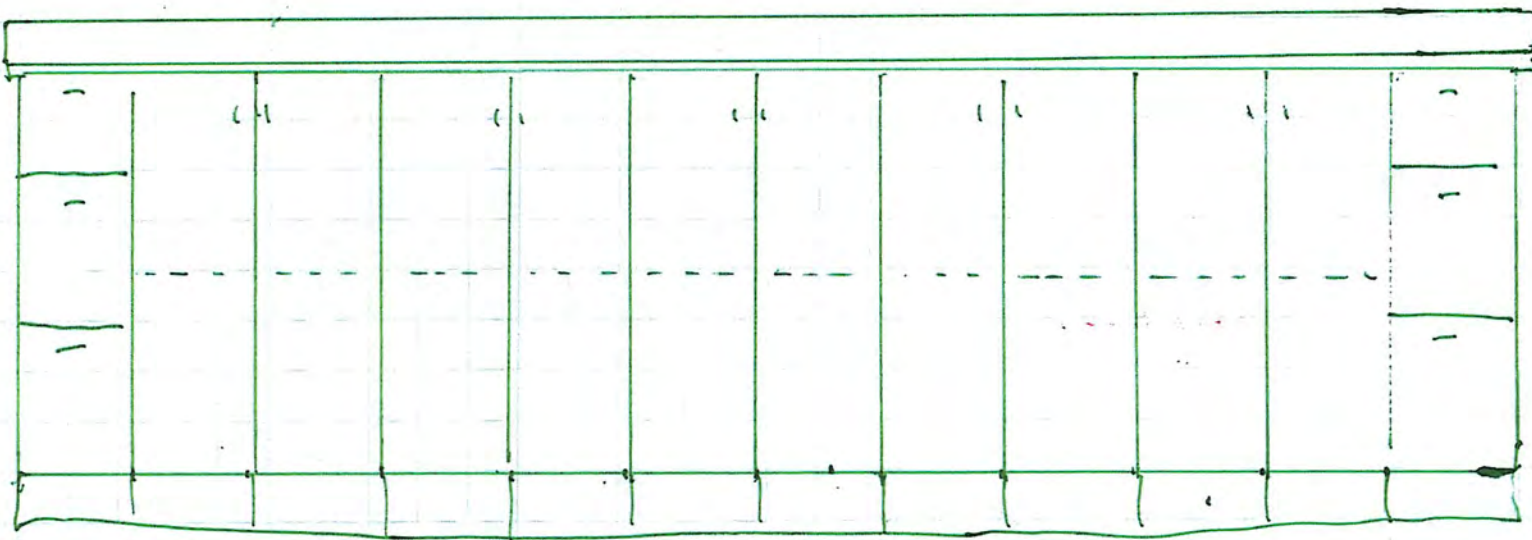
240"

30"



1 1/2" 4"

34"



20"

Coppersville District Library

1-29