

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from the Board Meeting on January 15, 2025

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

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

Staff Present: Elyshia Hoekstra/Director

Absent: None

M/S (R. DeVries, K. Waldecker) to approve 1/15/2025 agenda (Page 1). Motion carried.

M/S (S. Mayrose, A. Deming) to approve 12/18/2024 minutes (pages 2-3). Motion carried.

Public Present/Comments: No Public Present

Financial Reports:

- A. Informational review to receive and file** December Operations: Balance Sheets & Budget vs. Actual (Pages 4-11).
- B. M/S (R. DeVries, S. Mayrose) to approve** November expenditures, including ACH transactions #21199-21210 totaling \$24,728.17 (Page 12). Motion carried.
- C. M/S (A. Deming, K. Waldecker) to approve** December checks to date, including ACH transactions #21211-21217 totaling \$14,920.01 (Page 13). Motion carried.
- D. Informational review to receive and file** Statement of Income (Page 14-17).
- E. Informational review to receive and file** Visa Reconciliation Detail (Pages 18-19).
- 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. CADL Press Releases
- B. February Calendar of Events
- C. Programming Flyers

Director's Report: – Pages 23-26 – Informational review to receive and file

**Audit has been completed and CADL received a clean audit report. Treasurer Amy Deming will present audit report at February 2025 board meeting.*

**Elyshia will prepare a pdf copy of the State Aid Report for any interested board members.*

**Elyshia has begun reviewing CADL Board Policies which have not been reviewed since 2022. A fund balance policy is a state requirement.*

**Discussion took place regarding the purchase of Palace Project and Unlimited Listeners two new eBook/eAudiobook platforms. Greg Dunn suggested that Elyshia create a diagram showing how these new services would mesh with content the library already offers.*

Committee Reports: None

Unfinished Business:

A. Lawyer reviewed parental leave policy – Pages 27-28

M/S (R. DeVries, A. Deming) to approve temporary Parental Leave Policy as written (Pages 27-28). Motion carried.

B. Logo update

Elyshia presented four logo options created by Jenny Grace. Discussion included the following:

**Members like the color choices but wondered how the logos would look in black/white and what would a more squared off design look like.*

**Members seemed to rule out design #4 and thought #1 and #2 were too vague. Most favorable choice was #3.*

**Members felt that word Library should be more prominent than Coopersville and font type needed to be reconsidered.*

**Members suggested that Elyshia take these concerns/ideas back to Jenny Grace for reconsideration.*

New Business: Pages 29-30

A. Benefits Summary Draft -Pages 29-30

Members like having a chart that summarizes all CADL Employee Benefits

B. Strategic Plan Quarterly Updates 2025

Elyshia presented and reviewed the Strategic Plan Quarterly Updates 2025

Public/Board Comments: *Elyshia provided board members with a tour of the new Tween Space.*

Adjournment: 8:23 pm.

Next Meeting: February 19, 2025 at 7:00 pm.