

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

