

Coopersville Area District Library
333 Ottawa Street
Coopersville, MI 49404

Minutes from the Board Meeting on November 15, 2023.

Call to Order: President Sue Boomgaard-Rasch called the meeting to order at 7:01p.m.

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

Staff Present: Elyshia Hoekstra/Director

Absent: None

M/S (B. TerAvest, K. Waldecker) to approve 11/15/2023 agenda (Page 1). Motion carried.

M/S (S. Mayrose, K. Waldecker) to approve 10/18/2023 minutes (Pages 2-3). Motion carried.

Public Present/Comments: No Public Present

Financial Reports:

- A. M/S (B. TerAvest, P. Lindberg) to receive and file** November Operations: Balance Sheets & Budget vs. Actual (Pages 4-5). Motion carried.
- B. M/S (K. Waldecker, B. TerAvest) to approve** October expenditures, including ACH transactions #20832-20843 totaling \$6,991.23 (Page 6). Motion carried.
- C. M/S (P. Lindberg, B. TerAvest) to approve** November checks to date, including ACH transactions #20844-20852 totaling \$12,453.33 (Page 7). Motion carried.
- D. M/S (B. TerAvest, S. Mayrose) to receive and file** Statement of Income (Pages 8). Motion carried.
- E. M/S (P. Lindberg, K. Waldecker) to receive and file** Visa Reconciliation Detail (Page 9). Motion carried.
- F. M/S (B. TerAvest, S. Mayrose) to receive and file** CADL Building Expansion Budget Performance (Page 10). Motion carried.

Correspondence/Marketing - Pages 11-15

M/S (N. Fox, P. Lindberg) to receive and file Correspondence and Marketing (Pages 11-15). Motion carried.

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

Director's Report - Pages 16-18

M/S (N. Fox, P. Lindberg) to receive and file Director's Report (Pages 16-18). Motion carried.

M/S (K. Waldecker, P. Lindberg) to approve acceptance of add on report regarding statistics. Motion carried.

Friends Meeting – 11/15/23

Committee Reports: None

Unfinished Business: None

New Business:

- A. **M/S (R. DeVries, N. Fox) to approve** 2024 Insurance for Staff (Page 19). Motion carried.
- B. **M/S (P. Lindberg, R. DeVries) to approve** 2024 Insurance for Director (Pages 20-21). Motion carried.
- C. Decision regarding Erate Bids rescheduled for December 20, 2023 meeting.
- D. December 23 and December 30 – Closing CADL – Discussion
M/S (P. Lindberg, N. Fox) to approve holiday closure of CADL on Saturday, December 23, 2023 & Saturday, December 30, 2023. Motion carried.
- E. Christmas Party – Discussion
A holiday gathering for CADL Staff, Board Members, & their guests will take place in the library's community room following the December 20, 2023 board meeting.

Public/Board Comments:

Kathy Waldecker & Sue Boomgaard-Rasch presented an update on CADL at the Chester Township meeting on November 13, 2023. They also presented information regarding the CADL's public survey and the role it will play in the library's strategic plan. The information was well received.

Adjournment: 7:57 p.m.

Next Meeting: Wednesday, December 20, 2023 at 7:00 p.m.