2019-64 Approval of Agenda

Upon motion by Dewey, 2nd by Barry, the agenda was approved at 4:00 p.m. as amended, given that the recent finance software upgrade caused a change to dates of “AP Checks” on the financial report.

2019-65 Consent Agenda

Upon a motion by Dewey, 2nd by Kool, the consent agenda items were approved.

2019-66 Budget Performance Report

Assistant Director Cook presented reports on the budget through June 30, 2019.

2019-67 Director’s Report

1. Staffing: This month we welcome new library aides Trang Huynh, Allison VandenBos-Hipskind and moving from page position to aide, Lori Hotary. Shawn Knoll will be re-joining us soon as a library page.

2. Oz Update: Bronze sculptures are scheduled for installation on Friday, August 16 and will take most of the day. Following installation will come remaining plantings, mulching, benches, signage and engraved bricks. The CVB expects everything to be complete by August 30, is planning a Ribbon cutting on August 31 at 11:30 am and will host two showings of the film “The Wonderful Wizard of Oz” at the Holland Civic Center at 3:30 and 6:30 that day.

3. Grant: Great News! The Herrick District Library is a recipient of a multiyear grant from the Community Foundation. This grant was written by Sara DeVries and Kylen Blom for the Create Lab – now called Groundworks. The grant is for $40,000 in the first year, $15,000 in year 2 and $20,000 in the third year and will be used for addition equipment and development of this space. Open house for Groundworks will be on August 19 from 5:30 to 7:00pm with a short presentation at 6:00 pm.

4. Landscaping: Carl Bierling has been leading the team in upgrading the landscaping around the front of the Main Library. While it is not quite complete, the change is very noticeable. This project should be complete in the next few weeks. Carl, Mary, Dwayne, Kylen, Molly and Jen have all been helping in this huge project – huge thanks to all of them.

5. Café Lighting: In the budget an amount was proposed for upgrading the lighting in the café area. We are hopeful that those lights will be upgraded early this fall.

6. Café: Lemonjellos is working on the café plans and is waiting Health Department approval before finalizing plans for opening. Estimated opening time is somewhere in mid to late August or early September.
7. Audit: Very early work on the audit has begun with the week of September 16 being the scheduled audit.
8. Naturalization Ceremonies: Reminder that August 22 at 10:00 and 1:30 are the next naturalization ceremonies.

9. North Branch Building Committee – met with FTCH and worked on space adjacencies and some site layout options. FTCH has also been contracted to do a Hazardous Material Investigation (necessary for any building project) and Prein and Newhof will complete a site and title survey in August. Our next meeting with the Architects is July 29.

10. Narcan: we continue to explore this as an option for the library and will seek input from the Holland Police Department and Ottawa County Sherriff’s Department before bringing a recommendation to the board.

2019-68 Committee Reports

Building Committee met on July 1, 2019 at 3:00, next meeting is July 29, 2019 at 3:00 pm; Finance Committee next meeting is on August 8, 2019; Policy/Personnel met on July 11, 2019, next meeting is October 10, 2019 at 4:00 pm.

2019-69 Election of Board Officers

Upon a motion by Kool, 2nd by VanAllsburg, a motion passed to elect the following officers for the next year: President: Trustee Kleinheksel, Vice President: Trustee Dewey, Treasurer/Secretary: Trustee Barry.

2019-70 MERS Officer Appointment

Upon a motion by Dewey, 2nd by VanAllsburg, a motion passed to appoint Director Kooiker as the MERS representative for the next year with Assistant Director Cook as the alternate.

2019-71 Policy Update – Fines and Fees

Upon a motion by Barry, 2nd by VanAllsburg, a motion passed approving an update to the policy for fines and fees as recommended by the Policy and Personnel Committee.

2019-72 Policy Update – Meeting Room Policy

Upon a motion by VanAllsburg, 2nd by Kool, a motion passed approving an update to the policy for meeting rooms as recommended by the Policy and Personnel Committee.

2019-73 Gifts

Upon a motion by Kool, 2nd by VanAllsburg, a motion passed to accept with thanks the gifts given to the library the previous month.

2019-74 Adjournment

Upon a motion by Kool, the meeting was adjourned at 4:43 p.m.

Submitted by Sara DeVries, Community Relations Manager, Board Clerk