HERRICK DISTRICT LIBRARY BOARD MINUTES
REGULAR MEETING

Holland, Michigan
June 27, 2019

Members
Present
Kleinheksel, Barry, Dewey, Kool, Marroquin, Petzak

Member
Absent
Gurumurthy, VanAllsburg

Staff
Director Kooiker, Assistant Director Cook, Circulation Manager Betcher, North Branch Manager Carpenter, Collection Development Manager Perkins, Youth Services Manager Rios

2019-55 Approval of Agenda

Upon motion by Dewey, 2nd by Barry, the agenda was approved at 4:01 p.m.

2019-56 Consent Agenda

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

2019-57 Budget Performance Report

Assistant Director Cook presented reports on the budget through May 31, 2019.

2019-58 DIRECTOR’S REPORT: June 2019

1. Staffing: We welcome two new full time employees this month. Bryan VanderWall has started as our IT network and computer support specialist and Adrienne Baker has joined our North Branch team as the full-time librarian. We currently have three library aide positions and one library page position open and hope to fill those soon.

2. Naturalization Ceremonies: next naturalization ceremonies will be held on August 22 and September 19 at 10:00 and 1:30 pm.

3. 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 and hopes to do a ribbon cutting, perhaps on August 31. I will pass along information as we know more.

4. Soils and Structures Company has completed their assessment of the main library building and will be presenting that to us next week. We will use this to help us prioritize improvements that need to be made for the integrity of the building.

5. Furniture: As I write this, the main floor study rooms (Trendway Volo walls) are being installed on the south end of the main floor. The plan is to put these four new study rooms into use within two weeks.

6. Herrick Fest: Was held on June 8, 2019 from 10:00 to 2:00 pm, and was a great opportunity to meet the community. It is difficult to know exactly how many people came but we estimate around 4,500 attended Herrick Fest. Thank you to the staff and board members for their participation!

7. Mary Cook, Rob Carpenter and I toured the Georgetown Library construction site with Lakewood Construction. Kyle from Lakewood invited us so we could see and hear some of the things they thought about in the construction process. Georgetown is
building a completely new library of over 30,000 square feet, on two floors and connected to their township offices. Their project should be complete in the late fall and it was helpful for us to see.

8. **Staff Appreciation Luncheon** – in June we held our annual staff appreciation luncheon and honored the following staff members for years of service as of the end of 2018: Misha Downing 20 years, Fred Geerdink 15 years, Bob Doan 10 years, Carl Bierling 5 years, Jen Vredeveld 5 years. We are thankful for the service of our staff members.

9. **Friends of the Library Annual Book Sale** will be held on July 19 – 22.

10. We will be switching insurance agents to Advantage Benefits Group for health, dental and auxiliary insurances. This is not a change in the benefit to our employees at all, it is simply a change of insurance agents.

11. Last week we held our first “meet up and eat up” here at the library with HPS handing out 36 meals for kids and 15 adults accompanied them. We did a storytime during the breakfast and had staff members share books with the group.

12. I have received our annual valuation from MERS for the defined benefit program and despite the changing assumptions we have maintained a 79% funded status. The Finance Committee will review this more thoroughly in August.

### 2019-59 President's and Trustee Reports

President Kleinkeksel complemented the staff on another great year of HerrickFest. Director Kooiker asked any board members interested in running for office to contact her by the next board meeting.

### 2019-60 Committee Reports

Building Committee met on Monday June 10 for Architect kickoff, next meeting on July 1, 2019 at 3:00; Finance Committee next meeting is on August 8, 2019; Policy/Personnel next meeting is July 11, 2019.

### 2019-61 Fine’s Free Initiative for Children’s and Teen Materials

Upon a motion by Kool, 2nd by Dewey, a motion passed to renew the pilot program of fine’s free children and teen print materials for another six months.

### 2019-62 Gifts

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

### 2019-63 Adjournment

Upon a motion by Dewey, the meeting was adjourned at 4:52 p.m.

Submitted by Sara DeVries, Community Relations Manager, Board Clerk