

**HERRICK DISTRICT LIBRARY BOARD MINUTES  
JANUARY 2023**

Holland, Michigan  
January 26, 2023

**Members Present** Kleinheksel, Becker, Dewey, Marroquin, Petzak, Rutan, Van Allsburg

**Member Absent** Kool

**Staff** Director Kooiker, Assistant Director Williams, Teen Librarian Thompson

**2023-01**      **Approval of Agenda**

Upon motion by Marroquin, 2<sup>nd</sup> by Becker, the agenda was approved at 4:00 p.m.

**2023-02**      **Consent Agenda**

Upon motion by Marroquin, 2<sup>nd</sup> by Van Allsburg, the consent agenda items were approved.

**2023-03**      **Citizen's Comments**

There were no citizen's comments.

**2023-04**      **Friends of Herrick District Library**

Director Kooiker shared that the Friends are looking at a June book sale, but date has not yet been set.

**2023-05**      **Director's Report: January 2023**

1. Retiree and long-time employee Diane Corradini passed away on January 18, 2023. We extend our deepest sympathies to her family and friends. She worked here for 30 years, retired in 2015 and had a great impact both here at the main library and at North Branch with an infectious laugh and a great attitude and aptitude for helping people.
2. Update from Community Action House: Community Action House served 145 unique guests with 284 appointments from October to December of 2022. Most of the clients were seeking help with case management, housing, q-link(Phone) and MI Bridges with the busiest days being Tuesday and Wednesday. They shared this impact story: □There

was an outreach client and her son, who was in his early twenties, who were living in a Jeep. They had not had a stable living situation in a number of years. The mother had a disability that made getting around difficult and it was often easiest for them to meet with someone during the library hours. I spent a lot of time with them working on housing applications and food stamps and getting their documents in order. They were able to find a place and get housed in December!

3. Legal Kiosks have been ordered. We do not have a specific date for delivery and install or training.
4. Naturalization Ceremonies: Next scheduled ceremonies are March 7, 2023 and April 19, 2023.
5. Sunshine station: Staff member Lindsay set up a sunshine station where patrons and staff could sit with a sun lamp and read for a few minutes in a comfortable chair. The Sunshine Station has been an unexpected hit! Who knew a chair and lamp could bring so much excitement to the community? Thanks to the feature in the GR Press and Fox 17, people have been visiting specifically to get a little dose of sunshine in their day - then they tour the rest of the library and leave with books. By the time of the board meeting the posts on social media will have had over 50K views. Patrons have been calling left and right to put the sun lamps from the Library of Things on hold. I think this little sunshine spot at HDL has been a lovely way to bring the community
6. Vanessa, the CDR team and indeed the whole library team are working on the weeding project and making sure that our collections are up to date and right sized for the renovation project.
7. I am so proud of the programming that has been happening at the library. Here is a summary of one program hosted by Lindsay and Adrienne: Adrienne and I hosted our first New Parent Meet-Up. We had coffee for the adults and YS provided a fun selection of baby toys for the kiddos. After a slow start to the program, Adrienne went upstairs and used her story-time charms on all of the adults on the second floor. And, goodness, they showed up for Adrienne! We ended up with 15 parents and kids running around the MM, chatting, and making friends. We stayed an extra 30 minutes because we didn't want to break up the party. The best part was they weren't all story time parents, since it can be difficult for working parents to go to weekday story time programs. It was a lovely opportunity to get to know more patrons with little ones.
8. And from Library Assistant Hannah: "Yesterday we had a couple regulars, who were familiar with each other but didn't seem to have interacted much before, sit down at a table together. One was an older gentleman who had a portable DVD player with him that wasn't working. The younger regular jumped in to help him test it with some of our DVDs (carefully) to see if he'd be able to check them out and watch them on the bus. After they concluded the DVD player was too old to function, they got to chatting. The younger regular was clearly very familiar with lots of our services and was recommending them with great accuracy, including the Community Action House hours that might help with some of the things the

older gentleman said he needed assistance with. I thought it was a great example of the word-of-mouth way the community helps each other and how we could be a starting point for it. It's just heartwarming to know that if we've done our job well, patrons share it with others."

**2023-06**      **President/Trustee Comments**

President Kleinheksel would like to continue to thank the staff, especially in light of all the changes that will happen because of the renovation.

**2023-07**      **Committee Reports**

Building Committee next scheduled meeting is March 9, 2023, remodeling team met on January 18, 2023; Finance Committee met on January 10, 2023 to draft director evaluation procedure, next meeting is scheduled for February 9, 2023; Policy/Personnel met on January 12, 2023, next meeting is April 13, 2023.

**2023-08**      **BS&A Contract for Financial Software**

Upon a motion by Dewey, 2<sup>nd</sup> by Petzak, a motion was approved to contract with BS&A for financial software.

**2023-09**      **Huntington Institutional Investments**

Upon a motion by Becker, 2<sup>nd</sup> by Petzak, a motion was approved to add Huntington Institutional Investments to approved financial institutions.

**2023-10**      **Consumers Credit Union**

Upon a motion by Becker, 2<sup>nd</sup> by Petzak, a motion was approved to add Consumers Credit Union to the list of approved financial institutions.

**2023-11**      **Budget for Renovation**

Following a motion by Dewey, 2<sup>nd</sup> by Petzak, the budget for the main library renovation project was approved as recommended in the amount of \$5.7 million.

**Lakewood**

Representatives from Lakewood Construction presented an update of the work done to date on the renovation plans for the Main Library.

The board expressed their gratitude to all of the hard work that's gone into moving these plans forward.

**2022-12**      **Gifts to the Library**

Upon a motion by Dewey, 2<sup>nd</sup> by Van Allsburg, a motion passed to approve the gifts made to the library in the previous month.

**2023-13**      **Adjournment**

Upon a motion by Dewey, the meeting was adjourned at 5:01 p.m.

Submitted by Heather Thompson, Acting Board Clerk