

**HERRICK DISTRICT LIBRARY BOARD MINUTES  
APRIL 2023**

Holland, Michigan  
April 27, 2023

**Members Present** Kleinheksel, Becker, Dewey, Kool, Marroquin, VanAllsburg

**Member Absent** Petzak, Rutan

**Staff** Director Kooiker, Assistant Director Williams

**2023-24**      **Approval of Agenda**

Upon motion by Dewey, 2<sup>nd</sup> by Kool, the agenda was approved at 4:01 p.m.

**2023-25**      **Consent Agenda**

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

**2023-26**      **Citizen's Comments**

There were no citizen's comments.

**2023-27**      **Friends of Herrick District Library**

There was no report from the Friends.

**2023-28**      **Director's Report: April 2022**

1. The Library will begin circulating Video Games on Monday, May 1. We have three Nintendo Switch Lites in our library of things and each Switch Lite circulates with 2 games. The circulating Video Game collection will give further choices and will be available to those who have access to a Switch Lite. Patrons are limited to three games at a time. This is our pilot for this collection.
2. Outdoor Play Space at Herrick North – construction on the play space at the North Branch will begin in the first two weeks of May. Outdoor Discovery Center is doing the construction and estimates that it will take about three weeks to complete. There will be some natural play structures and complementary landscaping to facilitate interactive play and I believe it will be well used by our staff and patrons.
3. Community Action House updates: From January through March 2023, CAH had 248 appointments and 132 unique guests. Thursday and Friday were the busiest days for Community Action House during this time period.

4. SEIU has asked to open contract negotiations. The current CBA expires on June 30, 2023. We are currently working out dates to begin.
5. MERS: One of our staff members chose to take the conversion from a DB to a DC which resulted in an additional amount due of \$159,204. We contributed that additional amount through the "surplus" fund we hold at MERS. We have been paying an extra amount annually to help fund the actuarial unfunded liability and when we do those extra payments, those funds are held in the surplus fund and count towards the overall funding of the pension plan. We used these surplus funds to help fund this unexpected change.
6. Construction Phasing: We continue to get updates from Lakewood on where they are in the bidding process and engineering the construction. We have further discussed phasing and are putting together a plan for moving staff and certain collections during different phases of construction. More will be coming on this in the May meeting.
7. The Library's Inclusion Committee invited Lucia Rios to talk with us about inclusion and disability. She talked about good practices and things for us to think about as we continue to make the library as inclusive as possible.

**2023-29**      **President/Trustee Comments**

President Kleinheksel thanked the staff for their hard work preparing for the renovation and thanks them in advance for working through renovation later this year.

**2023-30**      **Committee Reports**

Building Committee next meeting is June 8, 2023; Finance Committee next meeting is being rescheduled due to conflicts, watch for an email; Policy/Personnel met on April 13, 2023, next meeting is July 13.

**2023-31**      **Public Budget Hearing**

Upon a motion by Kool, 2<sup>nd</sup> by Becker, a motion passed to set the public hearing for the 2023-2024 budget year for 4:00 PM on Thursday, May 25, 2023.

**2023-32**      **FY 2023-2024 Board Meetings**

Upon a motion by Becker, 2<sup>nd</sup> by Marroquin, a motion passed to approve the board meeting dates for the next fiscal year as presented with meetings on the last Thursday of the month at 4:30 PM except where changed due to holidays, beginning in July of 2023.

**2023-33**      **Contract with Howard Miller Library**

Upon a motion by Marroquin, 2<sup>nd</sup> by Kool, a motion passed to extend the service contract with the City of Zeeland / Howard Miller Library for five years, set to terminate on June 30, 2027.

**2023-34**      **Inclement Weather Policy**

Upon a motion by Dewey, 2<sup>nd</sup> by Kool, a motion passed to approve the Inclement Weather Policy as recommended.

**2023-35**      **Contract with Howard Miller Library**

Upon a motion by, 2<sup>nd</sup> by, a motion passed to extend the service contract with the City of Zeeland / Howard Miller Library for five years, set to terminate on June 30, 2027.

**2023-36**      **Renovation-Related Library Closures**

Upon a motion by Dewey, 2<sup>nd</sup> by VanAllsburg, a motion passed granting permission to the Director to close the library for short periods of time during the renovation as needed.

**2023-37**      **Aquarium Removal**

Upon a motion by Dewey, 2<sup>nd</sup> by VanAllsburg, a motion passed to remove the aquarium during the renovation with no plan to replace it.

**2023-38**      **Strategic Plan Goals for FY24**

Upon a motion by Dewey, 2<sup>nd</sup> by Kool, a motion passed to approve the library's strategic goals for FY24.

**2023-39**      **Gifts**

Upon a motion by Dewey, 2<sup>nd</sup> by VanAllsburg, a motion passed to accept with thanks the gifts to the library from the previous month.

**2023-40**      **Adjournment**

Upon a motion by Dewey, the meeting was adjourned at 4:58 p.m.

Submitted by Sara DeVries, HDL Board Clerk