

**HERRICK DISTRICT LIBRARY BOARD MINUTES
OCTOBER 2023**

Holland, Michigan
October 26, 2023

Members Present Kleinheksel, Kool, Marroquin, Rutan, VanAllsburg

Member Absent Becker, Dewey, Petzak

Staff Director Kooiker, Assistant Director Williams

2023-94 **Approval of Agenda**

Upon motion by Kool, 2nd by VanAllsburg, the agenda was approved at 4:32 p.m.

2023-95 **Consent Agenda**

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

2023-96 **Citizen's Comments**

There were no citizen's comments.

2023-97 **Friends of Herrick District Library**

The annual appreciation dinner sponsored by the Friends of Herrick District Library will take place Friday, November 10 at the Beechwood Grill at 6:30 PM.

2023-98 **Director's Report: October 2023**

1. Personnel: Spring White, our HR assistant in the administrative services, has resigned her position and taken a full-time position elsewhere. She will be missed.
2. Staff training: Last month I mentioned that we have a yearlong subscription to training from Ryan Dowd and you have received a link to join us in the training if you wish. Here is the schedule we are planning on the following: Before staff in-service:
 - Librarian's Guide to Homelessness Core (4 hours)
 - October: Fights and Backups (2 hours)
 - November: Kicked Out and Police (2)
 - December/January: Sexual Harassment, Prejudice, & Jerks w/ Homes (3.5)
 - February: Mental Illness 1-4 (5)
 - March: Burn Out and Stress (1)

- April: Ornerly Teens and Unattended Children (2)
- May: Homelessness 201 (1)
- June: Domestic Violence and Advanced Body Language (2)

We have placed restrictions on unfolding or wearing blankets in the library and are wrestling with how many bags is too many and will review that Ryan Dowd training soon. We are consulting with various Holland area agencies to make sure we are doing this in the most thoughtful way possible.

3. Big Read: We are again partnering with Hope College in the Big, Middle and Little Reads. The Big Read selection is Homegoing by Yaa Gyasi, the Middle Read selection is New Kid by Jerry Craft, and the Little Read is Change Sings by Amanda Gorman. Watch for more programs and book discussion opportunities in October and November.
4. Lakeland: Lakeland has revised the plan of service. Georgetown Township Library is now a class 6 library based on the 2020 census. All class 6 libraries have a fixed seat on the Lakeland Library board and needed to change some of the structure to make that happen. Fixed seats are Grand Rapids Public Library, Kent District Library, Muskegon Area District Library, Herrick District Library and now Georgetown Township Library. Kent District did have two seats on the board and one of those seats is now ex-officio to keep the count of board members to nine as required by law. The change in bylaws also clarified the process of withdrawing from full membership in the cooperative. Lakeland Director Carol Dawe has also sent a letter to the Patmos board reminding them that they have until March 31st to provide proof of eligibility of membership in Lakeland or membership will end on April 1, 2023. The cooperative Plan of Service indicates that member libraries must have at least 3/10 mil support from taxpayers.
5. Update on Moran Rock Collection: Upon discussion with the management team and various community members, we offered the Moran Rock Collection with the display case to Outdoor Discovery Center. They will be using the collection for its intended educational purposes and will keep it accessible for the public.
6. Audit is completed and will be presented at the November board meeting.
7. Speed Bumps have been installed at the North Branch with hopes of slowing through traffic.
8. Friends annual dinner is November 10, 2023 at Beechwood Grill. Please watch for more details and signup soon.
9. Library staff members are testing and reviewing a few new products – Bibliosuggest, is being offered through Lakeland and will allow patrons to suggest titles for possible purchase, and Biblio App which integrates with our website and library system to allow people to search materials, and potentially checkout on a smartphone app.

2023-99 **President/Trustee Comments**

President Marroquin encouraged city residents to learn more about the candidates for mayor as well as city council, and to vote informed.

2023-100 **Committee Reports**

Finance Committee next meeting is November 9, 2023; Policy/Personnel met on October 12, 2023, next meeting is January 11, 2023

2023-101 **Budget Amendment**

Upon a motion by Kool, 2nd by Kleinheksel, a motion passed to transfer \$5,112,501.80 from Fund Balance into the 4F01 revenue account for building expenses.

2023-102 **Health Insurance HMO Addition**

Upon a motion by Kleinheksel, 2nd by Kool, a motion passed to approve the health plans and employee contribution amounts as listed, including the addition of an HMO option.

2023-103 **Library Card Replacement Fees**

Upon a motion by Kleinheksel, 2nd by Kool, a motion passed to remove replacement fees for library cards effective immediately.

2023-104 **Code of Patron Conduct**

Upon a motion by Rutan, 2nd by VanAllsburg, a motion passed to update the Code of Patron Conduct as recommended, changing the language in item 15.

2023-105 **Gifts**

Upon a motion by Kleinheksel, 2nd by Rutan, a motion passed to accept with thanks the gifts to the library from the previous month.

2023-106 **Adjournment**

Upon a motion by Kool, the meeting was adjourned at 5:22 p.m.