

**HERRICK DISTRICT LIBRARY BOARD MINUTES  
FISCAL YEAR 2024-2025 PUBLIC BUDGET HEARING**

May 30, 2024 | Holland, Michigan

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

**Members Absent** Marroquin

**Staff** Director Kooiker, Assistant Director Williams

**2024-32** **Called to Order**

The hearing was called to order by roll call vote at 4:30 PM

**2024-33** **Public Comments**

There were no public comments

**2024-34** **Adjournment**

Upon a motion by Rutan, 2<sup>nd</sup> by VanAllsburg, the hearing was adjourned at 4:31 PM

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**Members Absent** Marroquin

**Staff** Director Kooiker, Assistant Director Williams

**2024-35** **Approval of Agenda**

Upon motion by Kool, 2<sup>nd</sup> by Becker, the agenda was approved at 4:31p.m.

**2024-36** **Consent Agenda**

Upon motion by Becker, 2<sup>nd</sup> by Petzak, the consent agenda items were approved with the correction of adding Trustee Dewey's name to the members section of the previous month's minutes.

**2024-37** **Citizen's Comments**

There were no citizen's comments.

**2024-38** **Friends of Herrick District Library**

There was no report from the Friends. They will be meeting at noon on Tuesday, June 11.

**2024-39** **Director's Report: May 2024**

1. **Personnel:**  
Andres VanderWoude has resigned their position in Groundworks. We have hired a new person for the Administration office position and they will be starting in June. Lindsey Kruthof has joined the team for the summer as a page.
2. **Humanities Grant:**  
Herrick received a Michigan Humanities grant written by Rob and the North Branch team for the Middle Read associated with the Big Read in November. This targets kids in the middle grades and will make an author visit possible. We will work with the schools on the Middle Read and the Author visit. More information about the Big Read, Middle Read and Little Read choices for 2024 will be coming out in soon.
3. **Construction:** Stairs and study rooms have opened. We have started shifting collections back to the North Half of the main floor in anticipation of the next renovation phase. Our hope is that

the beginning of August will begin the final phase of construction with the construction end date of October.

4. Youth Services Team has been relocated to several office locations throughout the building. This is in anticipation of construction in their office area for the next 6 weeks.
5. Summer reading programs are available for both adults and children. We are hoping for a significant increase in our participation this summer.
6. BSA Software: we have been working with City Hall finance department to assign new account numbers that are in line with the State of Michigan's new Uniform Chart of Accounts. In June we will have a blackout period where we cannot use either the old or new software for a few days while all of the old information is transferred. We should be using the BSA software by the end of June.
7. Maker in Residence: Beginning this fall we are planning a new quarterly Maker-in-Residence program. We want to create a space and a community to celebrate and support artists, writers, and makers of all kinds. The program is an eight-week residency that includes drop-in studio time in Groundworks, hands-on workshops and interacting with those who are curious about the creative process. We are excited to share their expertise with the HDL community.
8. Lakeland: MADL, White Lake and Hackley libraries are considering a separate computerized library system which means that they would no longer be part of the joint card catalog. Items would still be available from these libraries but would be through the MEL system instead of Lakeland. They will make this decision in the next few months and it will likely be about a year before the actual system could be implemented if this is the path they choose.
9. Web Accessibility: The Department of Justice has issued a ruling that all websites must be accessible. Sandra, our web development librarian, states that we have a very high compliance rate. "Accessibility is a moving target, there are ways to comply and there are better ways to comply, and we try to reach a high standard." Know that this is on our radar.
10. We will spend some time this year looking at AI and how it can be used and taught in the library setting. I expect that as we learn more, we will start doing some programming about this important topic.

**2024-40**      **President/Trustee Comments**

Vice President Kleinheksel mentioned her excitement for the lending machine being planned for the future Holland Township Recreation Center.

**2024-41**      **Committee Reports**

Finance Committee met on May 2, 2024, next meeting is August 8, 2024;  
Policy/Personnel next meeting is July 11, 2024

**2024-42**      **FY 2025 Budget**

Upon a motion by Kool, 2<sup>nd</sup> by VanAllsburg, a motion passed to approve the budget for next year, fiscal year 2024-2025, as presented.

**2024-43**      **FY 24 Budget Amendments**

Upon a motion by Dewey, 2<sup>nd</sup> by Becker, a motion passed to approve the requested budget amendments to the current budget for the fiscal year 2023-2024.

**2024-42**      **Gifts to the Library**

Upon a motion by Becker, 2<sup>nd</sup> by Kool, a motion was approved to accept with thanks the gifts to the library from the previous month.

**2024-43**      **Adjournment**

Upon a motion by Dewey, the meeting was adjourned at 5:43 p.m.

Submitted by Sara DeVries, Board Clerk