

## HERRICK DISTRICT LIBRARY BOARD MINUTES

October 31, 2024 | Holland, Michigan

**Members Present** Marroquin, Kleinheksel, Kool, Rutan, Van Allsburg

**Members Absent** Becker, Dewey, Petzak

**Staff** Director Kooiker, Assistant Director Williams

### **2024-87** Approval of Agenda

Upon motion by Kleinheksel, 2<sup>nd</sup> by VanAllsburg, the agenda was approved at 4:35 p.m.

### **2024-88** Consent Agenda

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

### **2024-89** Citizen's Comments

There were no citizen's comments.

### **2024-90** Friends of Herrick District Library

Director Kooiker reported that the Friends would like to open the store on November 18, which is also when the library will be ready for the Friends to receive donations.

### **2024-91** Director's Report: October 2024

1. Audit: Annual Audit is complete and will be presented by Rehmann at the November Board meeting.
2. Staff in-service Day: Staff in-service day was held at the Renew Therapeutic Riding Center. Renew Therapeutic Riding center is one of our partners who we have worked with on Reading Wranglers and other programs. The team had the opportunity to learn about communication skills and teamwork as we worked with the horses. The Herrick Reference Committee presented some of their learnings on the topics of Intro to Reference, Intro in AI, good searching techniques & Google, Boolean Searching and algorithms, misinformation and genealogy and AI. Nick Cassidy, superintendent of the Holland Public Schools shared in our afternoon session about positivity and impact. It was a very different day and was a welcome break from the construction going on as well as being a time for reflection and learning.

Lakewood construction took advantage of the library being vacated and did work on the entryway and other areas that have been difficult to do with an open building.

3. Fillmore Township has paid the invoice for FY 24 which is contractually from July 1, 2024, through June 30, 2025. They have asked me to come and answer questions that they have regarding library service at their next board meeting in November. Their board is interested in knowing their options, how many people have cards, how much are they used; can residents purchase a card if they are not contracted? Why should they keep their contract with Herrick? Contractually, the township needs to inform us in writing by December 31, 2024, if they want to break the contract. This year's total invoice is appx \$41,000 and statistically for the last fiscal year they have had 1087 active card holders, (total population of 2778 or 40% are active card holders). Usage is 51,859 circulations (both digital and physical) Cost per circulation is .79 cents per circulation.

Olive township residents will vote on contracted service with Howard Miller Library next Tuesday.

4. Furniture: More furniture is scheduled to arrive on November 14 and end panels are being priced.
5. State Aid report is nearly done and should be ready to submit within the next week.
6. COVID Tests – since available, we have been distributing free COVID tests from MDHHS. I do not know how many tests we gave away, but it was thousands, perhaps over 10K in the past few years. MDHHS has placed a pause on this program and is suspending it indefinitely.

## **2024-92**

### **President/Trustee Comments**

1. Trustee Rutan informed the board that she will serve out the end of 2024 on the board but she will need to leave the board in January due to moving out of the township she represents.
2. Trustee Kleinheksel reported on topics covered at a recent conference for school librarians.
3. President Marroquin thanked the staff for their continued excellent customer service and hard work in a construction season.
4. President Marroquin mentioned that all trustees will remain on the same committees they were on in 2024.

## **2024-93**

### **Committee Reports**

Committee Reports – Finance Committee - next meeting is November 14, 2024; Policy/Personnel met on October 10, 2024, next meeting is January 9, 2025. Meetings start at 4:30.

**2024-94**

**Gifts**

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

**2024-95**

**Adjournment**

Upon a motion by Kleinheksel, the meeting was adjourned at 5:52 p.m.

*Submitted by Sara DeVries, Board Clerk*