

**HERRICK DISTRICT LIBRARY BOARD MINUTES**  
January 30, 2025 | Holland, Michigan

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

**Members Absent** Becker, Dewey

**Staff** Director Kooiker, Assistant Director Williams

**2025-01**      **Approval of Agenda**

Upon motion by Kool, 2<sup>nd</sup> by Kleinheksel, the agenda was approved at 4:32 p.m.

**2025-02**      **Consent Agenda**

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

**2025-03**      **Citizen's Comments**

There were no citizen's comments.

**2025-04**      **Friends of Herrick District Library**

The Book Nook is operating as normal. The Friends have resumed book donations.

**2025-05**      **Director's Report: January 2025**

1. Impacts of Presidential Executive Orders: In his first few days of office, President Trump has signed a lot of Executive Orders. I have been asked by staff and board members about how this impacts the library and have two documents at the table for your review: from the National Council of Nonprofits "Executive orders affecting Charitable Nonprofits" and from ALA "Libraries and Immigration Enforcement." On Tuesday, Trumps administration instituted a freeze on federal aid spending and grants. There is a lot of uncertainty in this pause and how it will impact the library community and how long this freeze will last. Our Federally funded programs include grants for Big Read, E-rate Reimbursement and MeL (through the state).
2. Personnel: Matthew Lawrence resigned from his position as librarian and Cameron Holmes will join the Public Services team next month as a Public Services

Librarian. Lindsay Zrull has taken on the role of Public Services Manager, a position that we discussed and added with budget approval last May. Lindsay's role as the Public Services Manager oversees the work of the Librarians and Library Assistants on the main floor, works with outreach, programming and reference information. Dwayne's position is now called Circulation Services Manager, and he oversees the work of the circulation department including the pages, aids and clerks that work in that area.

3. Community Action House: Also included in our budget is the expansion of Community Action House services to the North Branch. They will start a one-time per week service on February 7, with a community open house on February 28, 2025, from 11-1.
4. Holland Township Community Center: The Lib Cabinet Vending machine for placement in the new Holland Township Community Center has been ordered and delivery is expected in late May with the center opening in early June.
5. All spaces are now open in the main facility. This means that the auditorium is now available for public use as is the conference room (used to be called Small Meeting Room) on the lower level.
6. IT has replaced laptops for the staff and public as part of the regular cycle of computer replacements. Copiers and printers will be replaced soon.
7. Procedure change: For your information – in our closing procedure we are closing the lower level 15 minutes before the building closes to facilitate the monitoring and closing of the various places in the main library and allow the cleaners to do their work.
8. Last week presented some weather challenges for us all. The North Branch closed on Tuesday and the main library closed early (at 6:00) that same evening due to weather conditions. We were able to maintain hours during the rest of the week.
9. We are involved in many community discussions around social issues, including homelessness.

## **2025-06**

### **Committee Reports**

Finance Committee next meeting is February 13, 2025; Policy/Personnel next meeting is April 9, 2025.

## **2025-07**

### **Legal Kiosk**

Upon a motion by Kleinheksel, 2<sup>nd</sup> by VanAllsburg, a motion passed to ask the court system to relocate one of the legal kiosks currently located at the North Branch.

**2025-08**      **Gifts to the Library**

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

**2025-09**      **Adjournment**

Upon a motion by Kleinheksel, the meeting was adjourned at 5:39 p.m.

Submitted by Sara DeVries, Board Clerk