

**HERRICK DISTRICT LIBRARY BOARD MINUTES  
FISCAL YEAR 2025-2026 PUBLIC BUDGET HEARING**

May 29, 2025 | Holland, Michigan

|                        |   |
|------------------------|---|
| <b>Members Present</b> | Becker, Dewey, Hillen, Kleinheksel, Kool, Marroquin, Petzak, Van Allsburg   |
| <b>Members Absent</b>  |   |
| <b>Staff</b>           | Director Kooiker, Assistant Director Williams   |
| <b>2025-36</b>         | <b>Called to Order</b><br>The hearing was called to order by roll call vote at 4:30 PM                              |
| <b>2025-37</b>         | <b>Public Comments</b><br>There were no public comments   |
| <b>2025-38</b>         | <b>Adjournment</b><br>Upon a motion by Kleinheksel, 2 <sup>nd</sup> by Hillen, the hearing was adjourned at 4:31 PM |

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| <b>Members Present</b> | Marroquin, Becker, Dewey, Hillen, Kleinheksel, Kool, Petzak, Van Allsburg   |
| <b>Members Absent</b>  |   |
| <b>Staff</b>           | Director Kooiker, Assistant Director Williams   |
| <b>2025-39</b>         | <b><u>Approval of Agenda</u></b><br><br>Upon motion by Hillen, 2 <sup>nd</sup> by VanAllsburg, the agenda was approved at 4:32 p.m. |
| <b>2025-40</b>         | <b><u>Consent Agenda</u></b><br><br>Upon motion by Dewey, 2 <sup>nd</sup> by Petzak, the consent agenda items were approved.        |

**2025-41**

**Citizen's Comments**

There were no citizen's comments.

**2025-42**

**Friends of Herrick District Library**

The annual book sale is coming up Wednesday, June 25 through Saturday, June 28 on the lower level of the Main Library. Wednesday's sale is for Friends members only with memberships available at the door for anyone wishing to join. Regular sale hours are open to the public Thursday and Friday from 9:30 a.m. to 5:30 p.m. The sale wraps up on Saturday with a bag sale from 9:30 a.m. to 12:00 p.m.

**2025-43**

**Director's Report: May 2025**

**1. Personnel:**

- Collections and Digital Resources staff member Katherine Anderson retired in April.
- Connor Smith has joined the administrative team.
- Katie Hoppe has joined the team as a library aide in CDR.
- Amanda Bremer joined the Community Relations team.
- Emma Lee is now a page in the Circulation Department
- Service awards: The following staff members were celebrated at the service award luncheon – Five years of service (in 2024) Adrienne Baker, Elizabeth Brubaker, Steven Penkevich, Amanda Shepard; 15 years of service, Alicia DeLuna; 25 years of service, Tammy DeWitt.
- I just learned of the passing of Bonnie Otis, who retired from the AV/public relations department many years ago. Sympathies to her family.

2. **Project Home:** From the Executive summary of project home: "In January 2025, the Lakeshore Leadership Council (LLC) and the Lakeshore Housing Alliance (LHA) launched Project HOME. The purpose of this collaborative, multi-sector initiative is two-fold: 1. Identify potential short-term solutions and long-term system initiatives to address the homelessness challenge in the Greater Holland/Zeeland area. 2. Ensure the right services are thoughtfully delivered to the people who need them. Since the launch, the two-phase effort has sought to establish common ground across key nonprofit agencies, municipalities, and businesses/ institutions. An Advisory Council comprising the elected officials, private sector leaders, and LLC Board Members have also leaned on this group to collaborate, build on mutual strengths, and combine their influence to make a collective impact. Project HOME set out to create a toolbox with many tools. It encouraged systems improvement and innovation through 5 key lenses: capacity building, partnerships, policy and planning, data analysis, and resource investment. Based on the initial system gaps analysis, participants in the collaborative prioritized several potential initiatives for further planning in Phase 1 of the collaborative effort."

I have been a part of these meetings, and it is amazing to see these groups, who have all been doing good work independently, come together and try to work on a collaborative model for addressing a growing challenge. There is hope.

3. **Bookmobile:** we have explored and asked questions of the Bookmobile team at Kent District Library as we begin to define what an outreach vehicle might look like for HDL. KDL has a large bookmobile. We also noted that this vehicle serves all of Kent County where our vehicle would have a much more limited-service area.
4. **Heath Township:** Heath Township has been contacting other libraries in the area to compare and consider other options for service to their patrons.
5. **Lakeland:** I participated in a webinar called **Millages: methods, marketing and musings** through Lakeland Cooperative. While our millage does not expire until 2030 and we want to make sure we are planning ahead and keeping the library on a positive trajectory for the millage.

**2025-44      President/Trustee Comments**

President Marroquin acknowledged those staff members with 5 year service anniversaries and thanked staff for their hard work.

**2025-45      Committee Reports**

Finance Committee met on May 1, 2025; next meeting is August 14, 2025; Policy/Personnel next meeting is July 10, 2024

**2025-46      Budget FY 2026**

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

**2025-47      Budget Amendments FY 2025**

Upon a motion by Dewey, 2<sup>nd</sup> by Kool, a motion passed to amend the current year's budget as presented.

**2025-48      Main Library Cleaning Contract**

Upon a motion by Dewey, 2<sup>nd</sup> by Kleinheksel, a motion passed to hire Corporate Clean as the library's cleaning service for the next fiscal year.

**2025-49      Elevator Service Contract**

Upon a motion by Kleinheksel, 2<sup>nd</sup> by Becker, a motion passed to award an elevator service contract to Schindler for the next fiscal year.

**2025-50**

**Gifts**

Upon a motion by Hillen, 2<sup>nd</sup> by VanAllsburg, a motion passed to

**2025-51**

**Adjournment**

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

Submitted by Sara DeVries, Board Clerk