

HERRICK DISTRICT LIBRARY BOARD MINUTES

October 30, 2025 | Holland, Michigan

Members Present

Marroquin, Becker, Dewey, Hillen, Kleinheksel, Kool, Petzak, Van Allsburg

Members Absent

Staff

Director Kooiker, Assistant Director Williams

2025-100 Approval of Agenda

Upon motion by Hillen, 2nd by VanAllsburg, the agenda was approved at 4:31 p.m.

2025-101 Consent Agenda

Upon motion by Becker, 2nd by Petzak, the consent agenda items were approved

2025-102 Citizen's Comments

There were no citizen's comments.

2025-103 Friends of Herrick District Library

A reminder to register for the annual appreciation dinner by November 4. The dinner takes place November 14.

2025-104 Director's Report: October 2025

Personnel

- New Hire: We welcome Ashley Smolinski as our new Youth Services Manager, joining us from Kent District Library (KDL). Ashley brings extensive experience in youth programming and community engagement. Her qualifications include leadership in youth literacy initiatives and program development.

- Recruitment: We have posted a position of Full-Time Library Assistant I – Public Services for a vacated position and we are requiring Spanish fluency to better serve our diverse community. We are very interested in exploring the idea of offering some programming in languages other than English and hope that this person will help facilitate that goal.

Benefits & HR

- Open Enrollment: The annual open enrollment period for the health insurance pool is underway. The Pool uses Gallagher Benefit Services, and they are now our agent of record for Priority Health.

Professional Development

- ABOS Conference: Jake represented HDL at the Association of Bookmobile and Outreach Services (ABOS) conference, focusing on outreach best practices. This is the continued exploration of what does an outreach vehicle look like for Herrick District Library. In our budget we have set aside some dollars for the planning and research of this vehicle and are carefully exploring why we want the outreach vehicle and what we want it to do.

Staff In-Service Day: Theme: Preserving and Pursuing What Matters.

Activities included

- Values workshop
- Tours of Museum Archives
- Visits to Hope College archives
- Visit to the Museums' closed stacks
- HarYe Kan was our keynote speaker and talked about Framework thinking and lead team activities

Reports

- State Aid Report: Annual State Aid report was completed and submitted.

2025-105

President/Trustee Comments

Vice President Kleinheksel thanked IT for adding information to the emailed receipts available at the Holland Township Recreation Center library

machine. President Marroquin thanked managers Rios and Zrull for their recent programming around Día de los Muertos.

2025-106 Committee Reports

Finance Committee - next meeting is November 13, 2025; Policy/Personnel next meeting is January 8, 2026. Meetings start at 4:30.

2025-107 Gifts

Upon a motion by Kool, 2nd by Becker, a motion passed to approve with thanks the gifts to the library from the previous month.

2025-108 Adjournment

Upon a motion by Kleinheksel, the meeting was adjourned at 5:32 p.m.

Submitted by Sara DeVries, Board Clerk