

HERRICK DISTRICT LIBRARY BOARD MINUTES

September 25, 2025 | Holland, Michigan

Members Present

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

Members Absent

Staff

Director Kooiker, Assistant Director Williams

2025-87

Approval of Agenda

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

2025-88

Consent Agenda

Upon motion by Hillen, 2nd by Dewey, the consent agenda items were approved with the exception of updating the previous month's board minutes to reflect that Trustee Hillen was in attendance.

2025-89

Citizen's Comments

There were no citizen's comments.

2025-90

Friends of Herrick District Library

The Friends are considering Friday, November 14 for the annual appreciation dinner.

2025-91

Director's Report: August 2025

Personnel

We are pleased to welcome Elizabeth Morales to our circulation team as a library aide. Her enthusiasm and experience will be a great asset to our library community.

Community Engagement & Outreach

Holland Township Recreation Center: We celebrated the grand opening of the new recreation center, which now includes a library-sponsored vending machine to promote literacy and access to materials in a high-traffic community space. We are looking at ways to partner with the rec center for programming and events. It is a lovely facility.

Fillmore Township Update: Flyers were sent to all residents with a library card, informing them of the upcoming November vote.

Professional Development

Natalie and I attended a legal seminar covering several key topics:

- Updates to employee handbooks
- Workplace accommodations, ADA, FMLA and more
- General legal updates including what is happening at the NLRB and other related entities
- The evolving role of AI in the workplace, policies around work place and AI Programs & Initiatives

Maker in Residence: We are excited to welcome AJ Young as our new Maker in Residence in the Groundworks Space.

Big Read Lakeshore: Preparations are underway for this year's event featuring "I Cheerfully Refuse" by Leif Enger. We are doing staff book discussion to engage staff in the process and We look forward to engaging the community in meaningful conversations around this read. There are also Middle and Little Read books selected with some similar themes appropriate for younger readers.

Library Services & Technology

- **New Library Card Design:** A fresh design is being introduced to enhance the visual appeal and usability of our library cards. Thanks to Karen Sanchez for this new design.
- **AI Copilot Subscription:** Our IT department has subscribed to AI Copilot and our team is currently exploring ways to integrate it into library operations to improve efficiency and service delivery. This director's report was assisted by Copilot.

2025-92

President/Trustee Comments

Vice President Kleinheksel thanked the library for adding signage to the library lending machine at the Holland Township Recreation Center, as well as for attending the open house and ribbon cutting for the Center with an outreach table.

2025-93

Committee Reports

Finance Committee - next meeting is November 13, 2025; Policy/Personnel next meeting is October 9, 2025.

2025-94

Western Michigan Health Insurance Pool (WMHIP)

Upon a motion by Dewey, 2nd by Kool, a motion passed authorizing the library to enter into a 3-year agreement with Western Michigan Health Insurance Pool for employee health insurance.

2025-98

Gifts

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

2025-99

Adjournment

Upon a motion by Kool, the meeting was adjourned at 5:29 p.m.

Submitted by Sara DeVries, Board Clerk