

# HERRICK DISTRICT LIBRARY BOARD MINUTES

June 25, 2026 | Holland, Michigan | 4:30 PM

---

## Members Present

Marroquin, Becker, Hallam, Hillen, Kleinheksel, Kool, Petzak, VanAllsburg

## Members Absent

N/A

## Staff

Director Suszek, Assistant Director Williams, CR Manager DeVries, Business Office Specialist Smith, Public Services Assistant Parsons

## 2026-60 | Approval of Agenda

Upon a motion by Kool, seconded by Becker, a motion carried calling the meeting to order at 4:30.

## 2026-61 | Consent Agenda

Upon a motion by Kleinheksel, seconded by VanAllsburg, a motion carried approving the consent agenda.

## 2026-62 | Citizen's Comments

There were no citizen's comments.

## 2026-63 | Friends of Herrick District Library

The Friends had a successful book sale last week.

## 2026-64 | Director's Report: Month Year

Lakeland Library Cooperative

Lakeland Library Cooperative: The Board, including myself, voted to approve the purchase and migration to a new Integrated Library System. The move has a financial, net positive impact on LLC. In the switchover to the new ILS, Lakeland has decided to discontinue services provided by BiblioCommons. At this point, in LLC, Herrick and Muskegon Area District Library are the remaining large library systems participating in the shared system. While smaller libraries may not see the value in BiblioCommons' product line, the decision to discontinue these services at the cooperative level will have a negative financial impact for Herrick.

#### After Hours Patron Activity

I recently met with Holland's City Manager to discuss the overnight situation at Main Library. We have had some incidents that have become a source of concern for the Library as well as the community. I will share some ideas that are being developed to help mitigate some concern.

#### Code of Patron Conduct

I had contacted the attorney regarding a matter concerning the Library's current Code of Patron Conduct. Natalie has provided some background detail re: this document and the history of changes that produced it. I am interested in getting the Board's thoughts about the overall purpose of the document and have a conversation about potential, unmet library need before moving a request for consideration to the Policy and Personnel committee.

#### Friends of HDL

The Friends of the Library held their annual book sale last week and from preliminary reports, they were very successful. I had a chance to talk to people coming for the sale and heard many good things about the sale and the work the Friend's do for the Library. I am planning on attending the Friend's board meeting later in July.

#### Library Director Contract

For Board consideration this month is an employment contract between the Library and myself. This document was prepared by the Library's attorney and is an updated version of the agreement between the previous director and the Board that hired her. The current Board officers have reviewed the document and recommended moving it to the full board for consideration. The contract will be available as part of the digital board packet and because the terms of employment (with regards to benefits and privileges) are not being changed, I have not drafted an issue analysis. If you have any questions about the contract,

please let me know.

## 2026-65 | Assistant Director's Report: Month Year

### Personnel

This month, we conducted interviews for two positions.

1. Circulation Aide - We hired an internal candidate, Taylor Gort, who has been working as a Page for the past seven years. We posted Taylor's Page position and will be filling it within the next week or two.
2. Youth Services Aide - We hired Amanda Hoving who has been working in the areas of education and early literacy. She started at HDL on June 15.

### Outreach Planning

Jake Ryan, the Adult Librarian at the North Branch, and I continued progress on planning for the mobile library. This month, we created a written outline for planning with staff. There will be many discussions and opportunities for everyone to contribute ideas and efforts. We also met with our programming team to set the stage for the work. I presented a conversation called, "Creativity, Collaboration, and Constraints."

### Furniture & Space Updates

We continue to improve library spaces. This month we purchased new tables and display shelving for Groundworks. The new heavy-duty tables will be more appropriate for a makerspace than for a library. We also selected and purchased versatile furniture (table, chairs, dress-up center, rug and beanbag chairs) to support the imaginative play that happens in the Playhouse in Youth Services.

### Friends of HDL

I regularly meet with local organizations to build relationships or collaborate on events and services. This month, I met with:

- Jeff Vedders from Community Action House
- West Coast Chamber Connect Group
- Lisa Wolcott at Hope College
- Robyn Shoop from Park Theatre
- Michelle Stempien from Holland Museum
- Jan Dirkse and Kristy Smith from Holland Warm
- Keith Van Beek and Matt VannDyken from City Hall
- Project Home Open House at Salvation Army
- Har Ye Kan a community planner from HYK Consulting

## Festivals

In addition to all the programming that we provide at the library, our staff participates in countless community events, including weekly farmer's markets and festivals. This month we represented the library at Juneteenth Festival on June 20 and Pride Festival on June 27. At the Pride Fest, we collaborated with Holland Area Arts Council, Cultureworks, Saugatuck Center for the Arts, and selected local artists to present a large-scale hands-on community art project. This year, the project centers on fiber arts with weaving, quilting, and patch screen printing. Library and myself. This document was prepared by the Library's attorney and is an updated version of the agreement between the previous director and the Board that hired her. The current Board officers have reviewed the document and recommended moving it to the full board for consideration. The contract will be available as part of the digital board packet and because the terms of employment (with regards to benefits and privileges) are not being changed, I have not drafted an issue analysis. If you have any questions about the contract, please let me know.

## 2026-66 | President/Trustee Comments

Board Officer Elections happen in July. Please send notice of interest to the director.

## 2026-67 | Committee Reports

Policy/Personnel will meet on July 9, 2026 (4:30 PM at the Main Library)

## 2026-68 | Library Director's Contract

Upon a motion by Becker, 2<sup>nd</sup> by Kleinheksel, a motion carried to table the conversation on the library director's contract to the next meeting, allowing the director to ask questions of the library law attorney and provide an updated position description to board officers.

## 2026-69 | Gifts

Upon a motion by Hillen, seconded by Kool, a motion carried approving the gifts to the library from the previous month, with thanks.

## 2026-70 | Adjournment

Upon a motion by Kool the meeting was adjourned at 5:30PM.

*Submitted by Sara DeVries, Board Clerk*