

**LAKELAND LIBRARY COOPERATIVE  
BOARD MINUTES – Official  
Thursday, August 13, 2020 at 9:30 a.m.  
Zoom**

Present: Diane Kooiker, Mattie Cook, Karen McKinnon, Dale Parus, Kelly Richards, Peggy Hemerling, and John McNaughton

Staff Present: Carol Dawe and Kelly Schroeder

Absent: Shirley Bruursema and Lance Werner

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:35 a.m. by Diane Kooiker. There were 33 additional participants.
- 2) **APPROVAL OF AGENDA:** Peggy Hemerling moved, supported by Karen McKinnon, to approve the agenda as presented - *motion carried*.
- 3) **QUESTIONS FROM MEMBERS:** Dale Parus submitted a couple questions regarding the OverDrive and Non-Resident Committee meetings. Carol Dawe responded that she would get a Doodle poll out soon and work to get those meetings in motion. There were no additional questions from members.
- 4) **PUBLIC COMMENTS:** There were no public comments.
- 5) **APPROVAL OF MINUTES:** Kelly Richards moved, supported by Mattie Cook, to approve the board minutes from July 9, 2020 as presented – *motion carried*.
- 6) **FINANCIAL REPORT:**
  - a) July Financials: John McNaughton moved, supported by Kelly Richards, to approve the Financials as presented - *motion carried*.
  - b) Monthly Check Register: Peggy Hemerling moved, supported by Dale Parus, to approve the Monthly Check Register as presented - *motion carried*.
- 7) **PRESIDENT’S REPORT:** Diane Kooiker reminded everyone that nominations for the Board are coming up soon.
- 8) **DIRECTOR’S REPORT:** Carol reminded everyone that Lakeland is here to help – this is hard and may not be over soon – please reach out. Peggy Hemerling commented that she appreciates the hard work from Lakeland staff, as well as the reports and information that help make everything coherent.
- 9) **COUNCIL/COMMITTEE REPORTS:**
  - a) Advisory & ILS Combined June 11, 2020 Official Minutes – no comments.
  - b) Finance Committee July 31, 2020 Unofficial Minutes – no comments.
- 10) **NEW BUSINESS:**
  - a) Gabridge & Company Engagement Letter – Diane explained that this is the company that does the audit for Lakeland Library Cooperative. Carol said that Lakeland will continue to work with them for another year and then look at going out for bids. John McNaughton moved, supported by Kelly Richards, to approve the signing of the engagement letter as presented - *motion carried*.
  - b) Snapshot 2019/2020 Discussion – Carol said she thought this would be helpful to compare but also reminded everyone not to worry about stats right now. Terry’s report indicated that bag counts are the same right now, but that may adjust over time and we’ll keep an eye on it. Dale expressed appreciation for this comparison and how it shows the importance of delivery services to share materials and maintain a robust business within our libraries. Sheryl VanderWagen added that she is working on statements of checked out items for patrons. The numbers are gradually dropping. There are 6400 patrons who still have items out, though not all are overdue with the automatic renewal. If you are looking to reach out to your patrons, she can provide you with a list.
- 11) **PUBLIC COMMENTS:**
  - a) Michelle Moore (OL) wanted to wish LaVonne Marshall (OC) a happy retirement.

- b) LaVonne Marshall (OC) expressed gratitude for everyone's generosity over the years, she talked a little about her time with Coopersville, and thanked Carol for her help. She will be officially retiring around mid-October. Carol added that the job ad would be posted around August 20<sup>th</sup>. Many appreciate and congratulatory comments were expressed for LaVonne.
- c) There were no additional public comments.

12) **BOARD MEMBER COMMENTS:**

- a) Mattie Cook (MG) added her congratulations to LaVonne.
- b) Kelly Richards (UM) expressed appreciation for everyone for support and assistance during these difficult times.
- c) John McNaughton (GRPL) added his best wishes to LaVonne and also commended Carol for mentioned to reach out and support those that are "quiet."
- d) Diane Kooiker mentioned that Kelly Perkins (HO) would be retiring after 29+ years with Herrick District Library. The position has already been filled. The Herrick North Branch is coming along. The contractors had to deal with a case of COVID-19 onsite and things slowed down as people are getting tested.
- e) There were no other comments from board members.

13) **NEXT MEETING:** Thursday, September 10, 2020, at 9:30 a.m. via Zoom.

14) **ADJOURNMENT:** Kelly Richards moved, supported by John McNaughton, to adjourn at 9:52 a.m. - *motion carried.*

Respectfully submitted by,  
Kelly Ann Schroeder