

**LAKELAND LIBRARY COOPERATIVE  
BOARD MINUTES – Official  
Thursday, October 8, 2020 at 9:30 a.m.  
Via Zoom**

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

Staff Present: Carol Dawe and Kelly Schroeder

- 1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 9:32 a.m. by Diane Kooiker. Erica Huyser was introduced as Interim Director from Fruitport District Library. Amy Stockwell was introduced as the new Director for White Cloud Community Library beginning January 1, 2021. There were 29 additional participants.
- 2) **APPROVAL OF AGENDA:** Lance Werner moved, supported by Shirley Bruursema, to approve the agenda as presented - *motion carried*.
- 3) **ELECTION OF OFFICERS:** Slate - Dale Parus for President, John McNaughton for Vice President, Mattie Cook for Treasurer, and Peggy Hemerling for Secretary. Kelly Richards moved, supported by Peggy Hemerling, to approve the Slate of Officers as presented - *motion carried*. Dale Parus led the remainder of the meeting.
- 4) **QUESTIONS FROM MEMBERS:** There were no questions.
- 5) **PUBLIC COMMENTS:** Shirley Bruursema thanked Diane Kooiker for doing a phenomenal job as President of the Board. There were no additional public comments.
- 6) **APPROVAL OF MINUTES:** Lance Werner moved, supported by Peggy Hemerling, to approve the Board minutes from September 10, 2020 as presented – *motion carried*.
- 7) **FINANCIAL REPORT:** August Financials and Monthly Check Register - Carol Dawe thanked Janet Cornell for her hard work. She also mentioned there may be some final year end purchases not yet reconciled. Shirley Bruursema asked about needing to do a transfer and Carol said it would be minor and that the auditors would be working on the accounts in December. Peggy Hemerling moved, supported by Diane Kooiker, to approve the Financial Reports as presented - *motion carried*.
- 8) **PRESIDENT'S REPORT:** Dale Parus deferred to Diane Kooiker for a report. Diane mentioned the changes in the EOs and that the MDHHS has reinstated them. More info to come. Dale added that MLA also had a post on their Facebook feed about this.
- 9) **DIRECTOR'S REPORT:** Carol Dawe mentioned that Advisory would be talking about BiblioCore and deciding whether to vote to move it to the Board for full approval. They will also talk about health concerns regarding COVID-19 and current court decisions.
- 10) **COUNCIL/COMMITTEE REPORTS:**
  - a) Advisory & ILS Combined August 13, 2020 Official Minutes – Carol is working on Bylaws since the two councils (Advisory and ILS) have agreed to merge. She hopes to have a draft available by November.
- 11) **UNFINISHED BUSINESS:** Budget Update Discussion – Carol said that once committee members are selected, then the Finance Committee can meet to talk about changes in the budget since we will receive more state aid than expected. She also stated that staying very lean this year will help in future years.
- 12) **NEW BUSINESS:**
  - a) Approve Meeting Calendar: Dale Parus accepted the proposed schedule.
  - b) Designate Insurance Coverage: Dale Parus reminded everyone that this is part of the legal requirements for LLC and this is the annual approval of the same plan currently available to full time staff. Peggy Hemerling moved, supported by John McNaughton, to approve the renewal of Lakeland Library Cooperative's insurance coverage as presented - *motion carried*.
- 13) **PUBLIC COMMENTS:**

- a) Amber McLain (OJ) shared that an RFID project did not pan out, so that money was put into new furniture for the library.
- b) Teresa Kline (AF) mentioned the sky light was leaking at the library, so they will have a new roof on the library.
- c) Donna Clark (EC) said that Cedar Springs will be having a community-wide mask-erade party. It will be a week-long event to keep crowds down. They will post pictures of costumes on their Facebook page.
- d) Michelle Moore (OL) said that their curbside service was so popular that they will continue it and have ordered a locker system to be installed in their parking garage.
- e) Erica Huyser (SF) said they had cut hours dramatically and had to bring in supplemental staff after some other staff departures. They are hoping to be able to expand hours again.
- f) There were no additional public comments.

**14) BOARD MEMBER COMMENTS:**

- a) Kelly Richards (UM) mentioned several remodeling projects happening at MADL, including a mural on the Heights Branch building, and moving the Muskegon Township branch to a new location.
- b) Lance Werner (KDL) shared that they hope to be able to open the new Ada Branch in January. KDL is also discussing the possible end to quarantine of items.
- c) Karen McKinnon (AL) said they are doing a Storywalk project in one of the neighborhoods and it will direct people to the library. They are also working on library card sign-ups, hotspots for checkout and their annual report.
- d) John McNaughton (GRPL) said that branches will be opening with restricted services on Monday. They also are offering their mobile library, hotspots, and their e-card registration is fully active. The city has placed ballot boxes at some of the GRPL branches.
- e) Diane Kooiker (HO) gave an update on the North Branch and they hope to re-open in January. Karen Ginman, Kelli Perkins' replacement, has started.
- f) Matti Cook (MG) said they are looking to renovate their community room and Terry Cross helped them work up an RFP. They hope to start the project by the end of the year or early next. They are also testing circulation of hotspots.
- g) Shirley Bruursema (KDL) said they are excited for the Ada Branch, which will be the 20<sup>th</sup> KDL branch. They also did a remodel at the Grandville Branch. Shirley mentioned the millages that passed in August for LLC member libraries, as well as some outside of the Cooperative. She also thanked everyone who shared cards and notes on the passing of her husband.
- h) Peggy Hemerling (BH) said the board voted to go permanently fines free. They have been offering restricted student cards. This past January, they started offering Wi-Fi hotspots. Some did not get returned. Thanks to the CARES grant, they were able to get 6 more.
- i) Dale Parus (IC) said they have been talking about the coming year and there may be a chance that they will get on the ballot sooner than thought.
- j) There were no other comments from board members.

**15) NEXT MEETING:** Thursday, November 12, 2020, at 9:30 a.m. via Zoom.

**16) ADJOURNMENT:** Kelly Richards moved, supported by John McNaughton, to adjourn at 10:12 a.m. - *motion carried.*

Respectfully submitted by,  
Kelly Ann Schroeder