

LAKELAND LIBRARY COOPERATIVE

Board Meeting

English Hills Country Club

October 11, 2018

Official

MINUTES

Board Present: Shirley Bruursema, Mattie Cook, Sharon Engelsman, Martha Ferriby, Teresa Kline, Diane Kooiker, Kelly Richards, Lance Werner

Board Absent: John McNaughton

Call to order The meeting was called to order at 10:05 a.m. by President Kline. The roll-call sign-up sheet was circulated.

Agenda Motion by Engelsman to approve the agenda. Seconded by Richards. Motion carried.

Election of Officers Motion by Richards to elect the slate of officers for FY2018-2019 as presented by the Nominating Committee at the September 13, 2018 meeting. Seconded by Ferriby. Motion carried.

President: Diane Kooiker
Vice-President: Lancer Werner
Treasurer: Teresa Kline
Secretary: Mattie Cook

Kooiker took the chair as President at this time.

Questions From Members with Board President/Cooperative Director Answers

There were no questions submitted before the meeting.

Public Comment There was no public comment.

Minutes

-- *September 13, 2018 Minutes*

Motion by Kline to approve the minutes of the September 13, 2018 meeting. Seconded by Cook. Motion carried.

Financial Report

-- *September Balance Sheet & Budget vs. Actual*

-- *August Investment Report*

There were no questions about the financial reports. The reports were received and filed. Carol reported that staff will be working with the Finance Committee to

simplify the balance sheet and financial report. There will also be a monthly list of expenditures provided to the Board.

President's Report Kooiker thanked everyone who has served on the board, especially Teresa who served as President the last two years.

Cooperative Director's Report

--*Written Report* There were no questions about the written report. Carol reported that Lakeland has purchased ZOOM, a web conferencing software. The license also allows member libraries to use it for local meetings too. Lakeland staff needs advance notice to allow time for set-up. She is currently working on matching individual staff goals with the Advisory Council and ILS Council plans.

Committee Reports

--*Advisory Council* – The minutes of the September 13, 2018 meeting were included in the packet.

Unfinished Business – No unfinished business

New Business

FY2017-2018 Budget Transfers/Amendment 7 (Balance Transfer for i-Tiva Server approved 8-17-2017)
Motion by Werner to approve the 2017-2018 Budget Transfer/Amendment 7 as presented.
Seconded by Richards. Motion carried.

Financial Designations

- 1) *Fund Depositories*
Motion by Werner to approve the FY2018-2019 Fund Depositories as presented.
Seconded by Engelsman. Motion carried.
- 2) *Authorized Signatures*
Motion by Werner to approve the authorized signatures for FY2018-2019 as presented.
Seconded by Richards. Motion carried.
- 3) *Bank Resolutions*
Motion by Ferriby to approve the bank resolutions for FY2018-2019 as presented.
Seconded by Werner. Motion carried.
Resolutions were signed for the following banking institutions:
Chemical Bank
Flagstar Bank
Independent Bank
Macatawa Bank
Mercantile Bank of Michigan

Designation of Independent Auditor FY 2017-2018

Motion by Engelsman to designate Joe Verlin, Gabridge & Company as the independent auditor for the Cooperative's financial statements for the Fiscal Year ended September 30, 2018

ALA Letter of Endorsement for Lance Werner

Motion by Richards to approve the letter of endorsement for Lance Werner in his candidacy for ALA President. Seconded by Cook. Motion carried. Werner recused himself from the vote on this agenda item.

Public Comment

Leann Parker announced that Howard Miller Library will have a new director beginning November 5, 2018. Heather Wood-Gramza will be their new director. Beth O'Grady announced that the Crystal Community Library will be moving into a new building. Chemical Bank donated their closed branch building in Crystal to the DDA. The library received a \$50,000 donation from a community member and the DDA is renovating the building for the library. The DDA is picking up the cost of maintenance and utilities. They are anticipating moving in November.

Board Comments

Werner thanked the Board for their support for his candidacy for ALA President. He stressed the importance of having a public librarian in that office. If elected, he will be the first librarian from Michigan to hold that office. Kooiker encouraged Lakeland members to contribute personal endorsements as well. Werner also announced that the new KDL Bookmobile has arrived in Grand Rapids. They will hold an open house for the public to see the new vehicle.

The Board thanked Ferriby for her service to Lakeland and to Hackley Public Library and wished her well on her retirement.

Kline thanked everyone for their support during her term as Board President the last two years.

Richards announced that MADL will issue an RFP for Storyville. MADL received another \$100,000 donation for the project and there is lots of community support. Storyville will be installed in three branches. They will keep the Storyville Fund open and are working on ways to take it to their smaller locations. They have also posted a new position for a staff member responsible for the program.

Bruursema encouraged everyone to vote in the upcoming election. There are several important library mileages on the ballot in this area and throughout the state. She also reported that she was one of the speakers at the recent new director's workshop sponsored by the Library of Michigan.

Adjournment

The meeting was adjourned at 10:29 a.m.

The next meeting will be held on Thursday, November 8, 2018 at 10:00 a.m. at the Kent District Library Service Center.

Minutes submitted by,

Sheryl VanderWagen
ILS Manager