

Howard Miller Library Advisory Board
Meeting Minutes
January 16th, 2024

Present: Terry Allen, Mary Wilkos (chair), Amanda Hanson (staff), Kate Kraak, Alison Reese, MaryBeth Timmer, Lynette Lam, Barb Danenburg

Meeting called to order at 4:30pm.

Minutes from the September 19th, 2023 meeting were approved as written.
M-MaryBeth Timmer S-Lynette Lam- Passed unanimously.

Director's Report:

- The Interurban Train (Adult) Presentation successfully hosted 43 participants & the Train and Holiday storytimes hosted about 50 people!
- Jessica Volkers, Programming Specialist, hosted the annual Summer Reading Program planning meeting for Children's Librarians from libraries within the Lakeland Library Consortium
- The warm beverage station at the library during the Christmas season was a huge hit and plans to be implemented again.
- A quote estimate was received from the Clarke Historical Library at Central Michigan University for the re-digitization of the Zeeland Expositor/Record for years 1893-2006 and for microfilming and digitization of years 2007 to the present for a total of \$83,058
- Amanda Hanson, Director, is applying for the Clarke DigMichNews grant to mitigate the digitization project cost – the grant winner(s) will be determined by March 2024.
- The Library will host a Family Magic Show featuring Maciek the Magician on January 3
- Amanda has been accepted into a working cohort of 25 public library directors. She will be participating in a yearlong project to “enhance the confidence, camaraderie, and skills of public library directors to strengthen community relationships, communicate library impact more effectively, and respond to public queries with confidence and respect.”

Board Comment: None

Old Business:

- a. Strategic Plan document discussion and approval: Both Action Steps assigned to HML have been completed for the City's Strategic Department Goals for 2023 including the creation of the new workspace in the back workroom and the finalization of the 2024-2026 Howard Miller Library 3-Year Strategic Plan. The board voted to adopt the 2024-2026 Howard Miller Library 3-Year Strategic Plan. M-Mary Wilkos S-Kate Kraak- Passed unanimously.
- b. Update on the City of Zeeland Strategic Goals for the Howard Miller Library: The strategic goals for the library have been met such as Lynel receiving a new workspace and completing the Strategic Plan.

New Business:

- a. The approval of the 2024 LAB Meeting dates for the Howard Miller Library was approved. M-Allison Reese S-Mary Wilkos - Passed unanimously.
- b. New Quote for Zeeland Digitization project from Clarke Historical Library at CMU.
 - i. Motion requested to recommit funds from the Library Endowment Fund's distributed income to be used to subsidize the Zeeland Record digitization project. M-Terry Allen S-Kate Kraak- Passed unanimously.

Public Comment: None.

Board Comment: None.

Meeting adjourned at 5:00 pm.