

**Howard Miller Library Advisory Board
Meeting Minutes
November 19th, 2024**

Present: Terry Allen, Amanda Hanson (staff), Kate Kraak, MaryBeth Timmer, Barb Dannenberg, Alison Reese, Lynette Lam

Absent: Mary Wilkos

Meeting called to order 4:30pm.

Minutes from the October 15th meeting were approved as written.
M-MaryBeth Timmer, S-Alison Reese - Passed unanimously.

Staff Introduction: Kim DenBesten. Library I, was introduced to the board. Kim previously served on the board and stepped down when she took the position with the library. Her passion is shelving and the front desk!

Director's Report:

1. The Lakeshore Author Meet and Greet event on October 3rd was a success with a dozen authors participating and over 100 patrons visiting. We plan to offer this bi-annually.
2. A new program for Tweens this Fall, Doodles and Donuts, was a success with 19 participants.
3. Staff Development Day was held on Monday, October 14th and Robyn Schopp led our team through the 6 Types of Working Genius concepts. 15 staff members were able to attend this day of training.
4. We hosted 106 attendees at the Halloween craft program on October 22nd.
Staff Highlights
5. Carol Talsma, Librarian I, began with the Library on October 21st. She works 10 hours a week and comes from a school library background.
6. Leann Parker, Technology and Business Office Lead attended the Michigan Library Association 2-day conference in Traverse City on October 16-17.
7. Staff that worked on Halloween all wore matching t-shirts as the Library Spice Girls and Miss Julie was the chef.
8. On October 31, 2024, Amanda Hanson submitted the completed Annual Report/State Aid Application to the Library of Michigan for their review and determination of our eligibility for state aid funds in 2025.
9. Progress working towards the operational goals for the library to be completed within 2024 include:
 - a. Increase community partnerships and collaborations:
Confirmed the annual Holiday Train show will again be displayed at the Community Center this November through December by the Holland Modular Railroad Club.
10. New staff member Megan Hoeksema will be starting as a Librarian I position on November 12th.

Old Business:

- A. Thanks to the hard work put in by Amanda, the Olive Township contract was passed! Due to the contract language, we may be receiving a board member from Olive Township.

New Business:

- A. Due to mechanical issues with the elevator, it is scheduled for a complete rehaul sometime in January. All upstairs services and programming will be moved to the main floor. More information will be communicated when the repair date is scheduled.

M-Mary Wilkos, S-MaryBeth Timmer - Passed unanimously.

- B. Please make sure to bring PEANUT FREE goodies to the library on December 18th by 10am for the Santa program!

No public comment.

No Board comment.

Meeting adjourned at 4:58 pm. M-MaryBeth Timmer, S-Alison Reese.

Next Regularly Scheduled Meeting: January 21, 2025.