

Howard Miller Library Advisory Board
Meeting Minutes
February 21, 2023

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

Meeting called to order at 4:30pm

Minutes from the January 17th meeting were approved as written. M-MaryBeth S-Alison Reese -Passed unanimously.

Director's Report:

- On January 21st the HML partnered with Zeeland Christian School Mandarin immersion program to present a Lunar New Year celebration event with activities, crafts, and food for almost 300 participants over the course of 2 hours. Next year there will need to be some sort of ticket sales due to the large volume of participants.
- Regular weekly Children's programming resumed on Wednesday and Thursdays and Jessica Volkers began a new program series, the Building Block Club, for Lego enthusiasts on Monday evenings for kids in Kindergarten and up. Teens engaged in a craft program on Try It Tuesday and created Sharpie-decorated sunglasses.

Old Business:

- Strategic Plan Proposal by Jane Clark of On Track Strategies Group-Mary Wilkos wanted to make sure that whomever we use was familiar with strategic planning specifically for libraries

New Business:

- Amanda worked on HML budget proposals for FY23-24 which includes a proposal to add a new position to the staff: Electronic Resource Services Librarian as of July 2023. This person would be full time and would specialize in digital resources and would be the go-to for Hoopla, Libby, etc.
- HML hosted the Lakeland Children's Services Summer Reading planning program for 2023 – a day-long event to discuss programming, decorations, and professional development topics, coordinating themes amongst each other.
- The reinstated Library Page position was approved by City Council and filled by Kimberly Dozeman.
- Amanda and Leann are researching how to reactivate the digitization process of the collection of Zeeland Record newspapers that we own. The former company which provided this service no longer does this for libraries. Amanda would like to work with Clarke Historical Library at Central Michigan University and will update us with more cost information as it becomes available. This might be something to fundraise for initially and add to the budget moving forward. Amanda would also like to partner with the Zeeland Historical Society.
- Elizabeth Harsevoort has resigned her position of Member at Large on the Library Advisory Board effective 1/31/2023. The City will be accepting applications to fill this position. Barb Dannenberg will begin attending meetings in March, filling a previously empty position.

Public Comment: None

Board Comment:

- Mary Wilkos suggested sending the board an email stating the guidelines for usage of the endowment fund money. MaryBeth suggested putting a "brainstorming Box" out where staff can contribute ideas.

Meeting adjourned at 5:02 pm.

APPROVED