

## **Gary Byker Memorial Library of Hudsonville**

Library Advisory Board Meeting

October 16, 2018

### **MINUTES – CORRECTED 1/15/19**

#### **Call to order**

The meeting was called to order by Arlen Dykema at 6:58 pm. Those present were John Blom, Arlen Dykema, Laura Fox, Keith Johnson, Phil Leerar, and Melissa Huisman.

#### **Board Minutes**

--Jul. 17, 2018

A motion was made by Fox and supported by Leerar to approve the minutes from the July 17, 2018 meeting. The motion carried.

#### **Financial Reports**

--City

The reports for the Library's 271 fund for both last fiscal year (17/18) and this fiscal year (18/19) were reviewed. After the official audit, we had close to \$10,000 left in last year's budget.

--Internal

The Internal revenue was reviewed and the decline in non-resident fee revenue was noted. This is due to the moratorium on our Reciprocal Borrowing fee policy that began in May.

#### **Communications**

-- Directors' Report

The Library Director's report for Oct. 2018 was reviewed. Fiscal year statistics now include a breakdown of the home library of the patrons that check out our materials. Patrons from Georgetown have increased their use of our library by 45% in the past 3 months. But, it is still less than 6% of our total circulation – similar to the circulation from Jamestown residents.

#### **Policy**

-- Circulation Policy

The new circulation policy was reviewed for the 2<sup>nd</sup> time in light of the summer experiment with no non-resident fees. The Library Advisory Board wishes to continue with no fee for non-residents for the next year, keeping close attention to circulation and program registration patterns. But, they did ask for additional wording that asserts the right of the library to reinstate our Reciprocal Borrowing Policy at any time. A motion to approve the policy with this addition was made by Dykema and supported by Johnson. The motion carried.

#### **Endowment**

-- Interest & investing.

The latest statement from the Holland Zeeland Community Foundation was reviewed. We should expect roughly \$3,000 in interest available for us to spend in January. The annual fundraising letter was reviewed and tax information will be added. The Board expressed interest in a 2020 calendar featuring tractors – to be made available to purchase as of next summer. Huisman will begin to work on that.

#### **Next Meeting**

Our next meeting will be on Jan. 15, 2019 at 7 pm.

#### **Adjournment**

MH10/17/2018

The meeting adjourned at 7:57 pm.