

Approved

LOCATION: KDL Service Center (814 West River Center Dr. NE, Comstock Park, MI 49321)

DATE: Thursday, October 11, 2018 at 4:30 p.m.

Board Present: Shirley Bruursema, Andrew Erlewein, Allie Bush Idema, Caitie Oliver, Penny Weller

Board Absent: Tom Noreen

Staff Present: Michelle Boisvenue-Fox, Jaci Cooper, Lindsey Dorfman, Randy Goble, Claire Horlings, Missy Lancaster, Brian Mortimore, Laura Powers, Kurt Stevens, Lance Werner

Guests Present: Bill Brinkman

I. CALL TO ORDER

Chair Penny Weller called the meeting to order at 4:32 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion: Ms. Bruursema moved to approve the agenda as presented.

Support: Supported by Mr. Erlewein.

RESULT: Motion carried.

IV. LIAISON REPRESENTATIVE COMMENTS – Mr. Brinkman announced that Plainfield Township has gotten through most of their 2019 budget. Their meeting to discuss and decide on budgeting for infrastructures will be held Monday, October 15.

V. PUBLIC COMMENTS – None

VI. NEW BUSINESS

A. 2019 Budget

Director Werner thanked Ms. Powers for leading the 2019 budget efforts and for all of her thoroughness in ensuring KDL has a balanced budget. Under her leadership, the process went smoothly. Director Werner then turned it over to Ms. Powers to give a summary of the budget document.

Ms. Powers thanked Melissa Snyder, KDL's Finance Team Lead, and all of the department and branch managers for their detailed and conscientious work when submitting their own department budgets.

The KDL Leadership Team first worked together to create a balanced operating budget. Once that was established, they then identified special projects that would be appropriate to use the fund balance for.

Ms. Powers pointed out the roll-up for the 2019 budget which is the same document that will be presented to the Board for approval at the November meeting. Ms. Powers also pointed out variance explanations and the line item details for each activity level. Each Leadership Team member then went around to explain precisely what departments fell under their budget and asked the Board if they had any questions related directly to their parts of the budget.

The Board discussed the 2019 Budget, and asked questions of staff and staff responded.

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VIII. LIAISON REPRESENTATIVE COMMENTS – Mr. Brinkman commented on how professional the KDL Budget Packet looked.

IX. PUBLIC COMMENTS – None

XI. BOARD MEMBER COMMENTS

Ms. Bruursema: Ms. Bruursema announced that just this week she attended the Annual Report Presentation for the Village of Caledonia with Mr. Goble, and Caledonia Branch manager, Liz Guarino. She reported back that they thought KDL was “awesome.” Ms. Bruursema believes we are off to a healthy fiscal year and appreciates how detailed and understandable the budget was this year.

Ms. Bruursema remarked upon news of Englehardt Branch Manager Heather Wood Gramza’s departure. Ms. Bruursema said she will enjoy still seeing Ms. Wood-Gramza at the LLC meetings in her new capacity as Director of the Howard Miller Library in Zeeland, and that she joins several new directors in the LLC. She believes Ms. Wood-Gramza will do a wonderful job.

Mr. Erlewein: Mr. Erlewein thanked Ms. Powers for answering all of his questions and for getting clear answers to him so quickly.

Ms. Idema: Ms. Idema thanked Ms. Powers and the Leadership Team for putting the budget together and said she sincerely appreciates the additional information as she learns the KDL budgeting process. She mentioned that her most recent Annual Report Presentation at Grandville went swimmingly.

Ms. Oliver: Ms. Oliver attended the Trustee Alliance Workshop last Friday and learned a lot. Many issues were addressed and it put into perspective how lucky she is to serve on KDL’s Board since there are so many positive and innovative things going on within the library system. She is very eager to attend the MLA conference next week. She ended by saying she is sad that Ms. Wood-Gramza has taken a director position in Zeeland and will sincerely miss her at the Englehardt Branch.

Ms. Weller: Ms. Weller gave warm thank you to everyone and said she appreciates each and every person for all they do to make KDL the very best.

XII. MEETING DATES

Regular Meeting: Thursday, October 25, 2018 – KDL Byron Township Branch @ 4:30 p.m.

XIII. ADJOURNMENT

Motion: Ms. Oliver moved for adjournment at 5:13 p.m.

Support: Supported by Ms. Idema.

RESULT: Motion carried.

ALLIE BUSH IDEMA, KDL BOARD SECRETARY