

# Van Buren District Library Board

**Board Meeting  
July 26, 2016  
Gobles City Hall**

## Minutes

Chairperson Sandra Hanson called the meeting to order at 5:01 p.m. at the Gobles City Hall.

Present: Wayne Rendell, Phillip Marshall, Betty Markel, Bruce Cutting, Catherine Hulin, Marianne Abbott, and Sandra Hanson. Ryan Wieber, director; Debby Stassek, assistant director; Molly Wunderlich, business manager; and Barb Insidioso, Gobles branch librarian.

Absent: Libby Godwin.

It was moved to approve the agenda, as mailed. (Motion: Abbott; Second: Hulin; Motion: Carried).

It was moved to approve the minutes of the June 28, 2016 Board meeting, as mailed. (Motion: Rendell; Second: Hulin; Motion: Carried).

It was moved to approve for payment the July "due to" vouchers number 16-07-01 through 16-07-04 in the amount of \$10,761.67; and General Fund vouchers number 16-07-03 through 16-07-89 in the amount of \$145,632.72. (Motion: Abbott; Second: Markel; Motion: Carried).

### **Public Comment:**

None

### **Reports:**

Barb Insidioso, Gobles branch librarian, reported that the architectural concept drawings for a new Gobles Library continue to draw interest; the new Thursday hours are popular; and Summer Reading Program participation is up slightly from last year. The final Gobles SRP party will be August 6 in the park and will feature an obstacle course.

Molly Wunderlich reviewed VBDL revenues and expenditures through the end of the second quarter. In revenues, some money market funds from Mercantile Bank are being considered for transfer; and the tax payment for late property taxes was received. In expenditures, June included two payrolls. Wunderlich also distributed several graphs showing Revenue and Expenditure Trends, 2010-2016. According to the American

Library Association, average public library spending on salary, wages and benefits is 67.6 percent. VBDL is below the national average at 63.7 percent.

Mr. Wieber reviewed his written director's report. He noted that 13 employees have work anniversaries in July and August. Several possible changes to the Retirement program are being investigated for future new employees, including a possible change from defined benefit to defined contribution, and new vesting requirements.

Under the new budgeting timeline, Wieber will bring the preliminary budget, as recommend by the Finance committee, to the August Board meeting. Then a budget hearing will be held and the budget resolution will be made at the September meeting. To facilitate this process, the September Board meeting may be moved to September 20.

June saw many interesting classes and programs at VBDL libraries. A total of 2,444 people attended 120 events. Some upcoming programs include Summer Reading Parties at all locations; Geekfest at the Antwerp Senior Center on September 17; and One Book One County at the Lawrence Conference Center on October 4 featuring Kelly Fordon, author of Garden for the Blind.

Mr. Wieber reported on his library update presented at the regular July meeting of the Arlington Township Board, where he also provided an explanation of the longstanding building and library services agreement between Arlington Township, Bangor Township, City of Bangor and the Library.

### **Finance Committee:**

The Board received and filed the minutes of the Finance Committee meeting held June 22, 2016.

### **Investment Committee:**

It was moved to add \$150,000 to a Certificate of Deposit being renewed at Chemical Bank. The new \$250,000 CD is at 0.7 percent interest and is due July 22, 2017, with interested to be paid monthly. (Motion: Cutting; Second: Markel; Motion: Carried).

### **Unfinished Business:**

It was moved to adopt a resolution to leave the Woodlands Library Cooperative, effective September 30, 2017. (Motion: Rendell; Second: Hulin; Voting 'yes' -- Marshall, Cutting, Rendell, Markel, Hulin, Abbott, and Hanson; Voting 'no' -- no one; Absent – Godwin; Motion: Carried).

It was moved to adopt a resolution requesting membership in the Southwest Michigan Library Cooperative, effective October 1, 2017. (Motion: Cutting; Second: Rendell;

Voting 'yes' -- Abbott, Hulin, Markel, Marshall, Cutting, Rendell, and Hanson; Voting 'no' – no one; Absent – Godwin; Motion: Carried).

**New Business:**

It was moved to authorize the Director to sign a new service contract with Auto-Graphics of Pomona, California, for their Verso automation software product, automation hosting, and related services. (Motion: Rendell; Second: Cutting; Motion: Carried).

It was moved to approve a membership contract with Woodlands Library Cooperative for October 1, 2016 through September 30, 2017 and a delivery service contract with Woodlands Library Cooperative for July 1, 2017 through September 30, 2017. (Motion: Markel; Second: Abbott; Motion: Carried).

It was moved to adopt the attached amendments to the 2016 Van Buren District Library Budget. (Motion: Markel; Second: Rendell; Voting 'yes' -- Markel, Hulin, Abbott, Marshall, Cutting, Rendell, and Hanson; Voting 'no' – no one; Absent -- Godwin; Motion Carried).

It was moved to accept the resignations of Shari Dean, Webster ILL clerical assistant and Amy (Mead) Ohlert, Lawrence assistant branch librarian. (Motion: Rendell; Second: Markel; Motion: Carried).

The date of the next meeting was set for Tuesday, August 23, 2016, at 5:00 p.m., at the Webster Memorial Library. This meeting adjourned at 5:55 p.m.

Respectfully Submitted,

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

Recorded by Debby Stassek