

Van Buren District Library Board

Board Meeting
May 24, 2016
Antwerp Sunshine Library

Minutes

Chairperson Sandra Hanson called the meeting to order at 5:00 p.m. at the Antwerp Sunshine Library in Mattawan.

Present: Wayne Rendell, Phillip Marshall, Betty Markel, Bruce Cutting, Marianne Abbott, and Sandra Hanson. Ryan Wieber, director and Debby Stassek, assistant director.

Absent: Libby Godwin and Catherine Hulin

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

It was moved to approve the minutes of the April 26, 2016 Board meeting as mailed. (Motion: Cutting; Second: Markel; Motion: Carried).

It was moved to approve for payment the May 2016 "due to" vouchers number 16-05-01 through 16-05-02 in the amount of \$7,157.32; and May General Fund vouchers number 16-05-02 through 16-05-90 in the amount of \$155,236.44. (Motion: Rendell; Second: Abbott; Motion: Carried).

Public Comment:

Branch Manager Kay McAdam introduced Antwerp employees Laura Puckett and Linda Bjork-Ewin to the Board.

Reports:

Tony Clark, Library consultant and senior systems engineer at Clark Technical Services, reported on the status of the VBDL network, IT staff scheduling, and potential IT needs moving forward. The server which hosts the patron and staff shared drives, and manages public computer time, is showing some signs of age and may need to be replaced in a year or two. To save bandwidth, a plan for building-level wifi management is being considered.

Mr. Wieber reviewed revenues and expenditures through April 30. The balance in the First State money market account is high but cash flow will be needed during the coming months. In revenues, 92 percent of property tax has been received. Non-

resident fees should increase this summer. In line 675, an additional check for \$20,000 has been received from the Webster Trust and will appear in the balance statement next month. In expenses, line 970 capital outlay is high due to recent computer and library furnishing purchases. Line 982.5 includes a quarterly payment to the Freegal music service; line 719 workman's compensation is now paid for the year; and utilities for most buildings should be down again this year.

Penal fines continue to be down. Judge Art Clarke and the Magistrate are looking into the matter. VBDL hopes to be approved soon for the new e-rate year which begins July 1, 2016. E-rate funding is at 80 percent for 2016-2017.

Mr. Wieber reviewed his written director's report. So far this year, 3,170 people have attended VBDL programs and 538 people attended recent open houses. In other news: Wieber commended employee Jeffrey Babbitt for his work organizing the successful VBDL Teen Writing Contest; the bus trip to Comerica Park has been cancelled due to low interest; and the Summer Reading Program is scheduled from June 6 to August 6 at all locations. This year's theme is "One Your Mark, Get Set, Read."

Wieber reported there is potential movement toward a settlement in Covert between the Township and ArcLight, as a special meeting was held today in regard to the Personal Property Tax dispute. The cost sharing group, including the County, VBISD and others will be meeting soon to discuss an agreement or future options. A special Library Board meeting may then be necessary during the next month to approve an agreement.

Unfinished Business:

None

Investment Committee:

It was moved to purchase a 13-month certificate of deposit from PNC Bank at 0.40 percent interest, due June 29, 2017. (Motion: Marshall; Second: Markel; Motion: Carried).

New Business:

In view of the recent addition of a Policy on Nepotism to the VBDL Personnel Policy, it was moved to acknowledge the current employees who are related and to allow their continued employment. These exceptions included Tracy Smola and Richard Hemenway; Hilari Sabo and Shari Dean; and Evelia Carrasco and Alma Perez. (Motion: Marshall; Second: Markel; Motion: Carried).

It was moved to hire six new employees, including Farah Abdul-Haqq (Covert clerk), Jessica Barnes (Covert clerk), Elijah Giles (Gobles page), Cheryl Bull (Bloomingtondale

page), Karah Bulley (Bangor page), and Melanie Havera (Webster page); accept the resignation of Wesley Hemenway (Webster page); and terminate Nicholas Gaikis (Webster page). (Motion: Markel; Second: Rendell; Motion: Carried).

The date of the next meeting was set for Tuesday, June 28, 2016, at 5:00 p.m., at the Covert Branch Library. This meeting adjourned at 5:55 p.m.

Respectfully Submitted,

Chairman

Secretary

Recorded by Debby Stassek