

# Van Buren District Library Board

Board Meeting  
September 26, 2017  
Webster Memorial Library

## Minutes

Vice Chairperson Bruce Cutting called the meeting to order at 4:30 p.m. at the Webster Memorial Library

Present: Bruce Cutting, Wayne Rendell, Catherine Hulin, Marianne Abbott, Libby Godwin, Molly Wunderlich, interim director, and Tracy Smola administrative assistant

Absent: Betty Markel (excused), Sandra Hanson (excused)

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

It was moved to approve the minutes of the August 22, 2017 Board meeting, as mailed. (Motion: Rendell; Second: Godwin; Motion: Carried).

It was moved to approve the minutes of the September 16, 2017 Board meeting with a correction of meeting begin time as 9:30 a.m. (Motion: Rendell; Second: Hulin; Motion: Carried).

It was moved to approve for payment the September "due to" vouchers number 17-09-01 through 17-09-03 in the amount of \$4,727.39; and September General Fund vouchers number 17-09-02 through 17-09-88 in the amount of \$173,868.79. (Motion: Rendell; Second: Hulin; Motion: Carried).

**Public Comment:** None

### **Reports:**

Molly Wunderlich reviewed revenues and expenditures through the end of August. The final State Aid payment was received in August. Upcoming capital expenditures include a circulation desk in Bangor, and a new computer for the incoming director. The September check for penal fines was higher than expected.

Ms. Wunderlich also reported that the library received a gift of \$3,000 for the Alan Copley endowment fund, and two gifts from Covert totaling \$600 to go towards children's programming.

Emily Leestma reported on the fall programs that have started at all of our locations. All branches are now conducting story times weekly. Ms. Leestma is working with the schools to explain how our resources can help students and families as they prepare for upcoming testing requirements. Beginning in the 2019-2020 school year, third graders must be reading at grade level in order to advance.

The transition team met on September 14, 2017. The team continues to meet every other week to discuss ongoing library issues.

In addition to the written director's report, Ms. Wunderlich noted that Dan Hutchins agreed to start on December 4, 2017. The library's IT technician resigned effective October 7, 2017. Webster currently has three vacant positions, which will not be filled until after Mr. Hutchins is in place. Current staff will fill in extra as needed.

Molly Wunderlich and Sandra Hanson attended the Covert cost sharing group meeting on September 19, 2017. The lead attorneys discussed the legal arguments in the case, and reviewed a tentative timeline for the case to be heard before the Michigan Tax Tribunal.

Wunderlich and Hanson met with the members of the Webster Trust on September 21, 2017 to discuss planning and communication with the new director. The Trust will meet with Dan Hutchins in December.

There was discussion of sending out a request for proposal to learn the cost to develop a master plan for the Webster building. After discussion, it was agreed to ask for community input before the request for proposal is released.

**Unfinished Business:**

**New Business:**

It was moved to approve the attached work agreement and hire Dan Hutchins as Library Director, effective December 4, 2017. (Motion: Abbott; Second: Rendell; Voting "yes" – Cutting, Rendell, Hulin, Abbott, Godwin, Marshall; Voting "no" – no one; Absent: Hanson, Markel; Motion: Carried).

**Employee Changes:**

It was moved to accept the resignation of Evelia Carrasco, effective August 31, 2017, and to hire Ben Wisser as Lawrence Branch Page (Level 10A, 8 hours per week), effective August 16, 2017, and Ana Gonzalez as Covert Branch Page (Level 10A, 10 hours per week), effective September 11, 2017. (Motion: Rendell, Second Abbott: Motion Carried).

The date of the next meeting was set for Tuesday, October 24, 2017 at 4:30 p.m., at the Webster Memorial Library in Decatur. This meeting adjourned at 5:36 p.m.

Respectfully Submitted,

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Chairman

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Secretary

Recorded by Tracy Smola