

Van Buren District Library Board

Board Meeting August 28, 2018 Webster Memorial Library

Minutes

Chairperson Bruce Cutting called the budget hearing to order at 4:30 p.m. at the Webster Memorial Library. There was no public comment. At 4:31 p.m. it was moved to close the hearing and continue to the Board Meeting. (Motion: Hanson; Second: Rendell; Motion: Carried).

Chairperson Bruce Cutting called the board meeting to order at 4:31 p.m. at the Webster Memorial Branch Library.

Present: Marianne Abbott, Sandra Hanson, Wayne Rendell, Bruce Cutting, Catherine Hulin, Denise Campagna, and Libby Godwin. Dan Hutchins, director; Molly Wunderlich, assistant director;

Absent: Betty Markel (excused)

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

It was moved to approve the minutes of the July 24, 2018 Board meeting, as mailed. (Motion: Abbott; Second: Hulin; Motion: Carried).

It was moved to approve for payment the August "Due to" vouchers number 18-08-01 through 18-08-04 in the amount of \$1,969.30; and General Fund vouchers numbers 18-08-03 through 18-08-73 in the total amount of \$233,056.62. (Motion: Rendell; Second: Godwin; Motion: Carried).

Public Comment:

None

Reports :

Molly Wunderlich reviewed the financial statements through the end of July. There is enough available cash to pay expenditures through the end of the year. In July, the library received its third payment from the Webster Trust. The library must refund \$15,161.47 to New Covert Generating for tax years 2011-2015.

Dan Hutchins reviewed the written director's report. The tax lawsuit regarding the New Covert Generating (NCG) power plant was heard before the Michigan Tax Tribunal in July 2018. NCG and the county reached a settlement for tax years 2011-2015, resulting in a total refund to NCG of \$2.5 million. For tax year 2016, closing briefs are due to the Tribunal by October 15, 2018. Responses are due by October 29, 2018. The judge will then have 90 days to issue a ruling.

The installation of 27 new patron computers is almost complete. The carpet at the Bangor Branch was installed during the week of August 20th. The Bangor Branch closed for the installation, and reopened August 25th.

The Library is beginning the process to update the library card policy. There was some discussion about the distinction between resident and reciprocal patrons and what library services should be rendered to each type. After conferring further with the staff, Mr. Hutchins will offer his suggestions to the board at a future meeting.

Mr. Hutchins highlighted a recent program at the Lawrence Branch where patrons can read to therapy dogs. He also presented the 2015 public library statistics from the Institute of Museum and Library Services showing the increase in programming attendance at libraries nationwide and an inverse decrease in library circulation numbers.

Investment Committee: It was moved to approve the following investments:

General Fund – Honor Credit Union - \$150,000.00 – Renewal of a \$150,000 Certificate of Deposit for 12 months at 2.350 % interest, due on August 10, 2019. Interest to be paid at maturity.

PNC Bank - \$250,000.00 – Renewal of a \$250,000 Certificate of Deposit for 13 months at 2.250 % interest, due on August 29, 2019. Interest to be paid at maturity.

Chemical Bank - \$250,000.00 – Renewal of a \$250,000 Certificate of Deposit for 12 months at 1.75% interest, due on August 1, 2019. Interest to be paid monthly.

Fifth Third Bank - \$99,000.00 – Renewal of a \$99,000 Certificate of Deposit for 11 months at 1.75% interest, due on August 1, 2019. Interest to be paid monthly.

(Motion: Hanson; Second: Cutting; Motion: Carried).

Unfinished Business:

It was moved to approve the 2019 Budget Resolution and Certify 2018 Tax Levy, as presented. (Motion: Rendell; Second: Godwin; Voting “yes” – Rendell, Hulin, Abbott, Campagna, Godwin, Cutting, and Hanson; Voting “no” – no one; Absent: Markel; Motion: Carried).

Mr. Hutchins presented a second reading of the Bed Bug & Pest Control Policy. Although the library has not faced this issue yet, several neighboring libraries have had to combat pests. It was moved to approve Bed Bug & Pest Control Policy as presented. (Motion: Campagna; Second: Abbott; Voting “yes” – Rendell, Hulin, Abbott, Campagna, Godwin, Cutting, and Hanson; Voting “no” – no one; Absent: Markel; Motion: Carried).

New Business:

The library card policy discussion took place as part of the director’s report.

Employee Changes:

It was moved to hire Kathleen Wright as Antwerp Branch Library clerk (Level 13D, \$11.71 per hour, 20 hours per week) and Sarah Bachman as Webster Memorial Library Interlibrary Loan & Delivery clerk (Level 13D, \$11.71 per hour, 15 hours per week). Leave of Absence for Jeffrey Babbitt, Antwerp Branch clerk. (Motion: Hulin; Second: Hanson; Motion: Carried).

It was moved to adjourn at 5:37 p.m. (Motion: Campagna; Second: Godwin; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich