

Van Buren District Library Board

Board Meeting September 25, 2018 Webster Memorial Library

Minutes

Chairperson Bruce Cutting called the board meeting to order at 4:33 p.m. at the Webster Memorial Branch Library.

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

Absent: Catherine Hulin (excused)

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

It was moved to approve the minutes of the August 28, 2018 Board meeting, as mailed. (Motion: Markel; Second: Godwin; Motion: Carried).

It was moved to approve for payment the September "Due to" voucher number 18-09-01 in the amount of \$759.04; and General Fund vouchers numbers 18-09-02 through 18-09-65 in the total amount of \$132,586.37. (Motion: Rendell; Second: Campagna; Motion: Carried). Rendell noted that the minutes incorrectly listed the approval of the August vouchers instead of September.

Public Comment:

Dan Hutchins welcomed former library director, David Tate, as his guest.

Reports :

Molly Wunderlich reviewed the financial statements through the end of August. Next month's statement will show the updated CD due dates. We received our second State Aid payment in August. State Aid will be higher in 2019 because the State approved a slight increase.

Dan Hutchins reviewed the written director's report. The library is implementing a new payroll system offered through our current payroll service, Paychex. The added service will help with scheduling and paid time off accrual.

The library received a bill for its share of legal fees related to the New Covert Generating trial in July. Karen Makay presented several projections based on

possible rulings by the Michigan Tax Tribunal. The worse-scenario is that the library could be ordered to repay \$34,745. If the tribunal sets the valuation of the plant at the high end, the library could potentially be owed \$106,472. The tribunal is expected to rule before the end of 2018, and an appeal is possible.

Mr. Hutchins explained that the library's carpet is beginning to reach the end of its useful life. In conjunction with the Webster Trust, he will investigate the possibility of applying for a grant from the Michigan Council For Arts & Cultural Affairs.

Mr. Hutchins presented David Tate with a plaque recognizing the library as the first library organized as a district library under PA 24 of 1989. Mr. Tate spoke about the history of how the law came to be passed, and the long-term benefits of being a district library.

An updated Library card policy is in development. Mr. Hutchins will present it to the board for an initial reading soon. The policy will include language allowing the library to issue library cards to individuals working within the library's service area. The library is in the process of updating the organization of our local history department and collections. Curt Witcher, Senior Manager of Special Collections from the Allen County Public Library and Tim Gleisner, Special Collections Manager from the Library of Michigan both visited VBDL's local history department recently to offer their insights. Both presented suggestions for increasing accessibility and service to the public.

Mr. Hutchins attended a meeting at Bangor City Hall regarding a proposed local development finance authority. The authority would capture a portion of property tax value increases. Any overall capture would likely be low, and the authority would be good for community relations. Mr. Hutchins will present estimates when he receives them.

Upcoming events include the author visit by William Kent Krueger as part of the Van Buren Reads program on October 2 at the Van Buren Conference Center. Van Buren Reads is a collaboration of all of the libraries in Van Buren County. The group has been planning for Mr. Krueger's visit for over a year.

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

General Fund – First State Bank - \$200,000.00 – Renewal of \$200,000 of a Certificate of Deposit for 6 months at .450 % interest, due on March 6, 2019. Interest to be paid at monthly.

(Motion: Rendell; Second: Abbott; Motion: Carried).

Unfinished Business:

Discussion of the New Covert Generating lawsuit took place during the director's report.

New Business:

Mr. Hutchins presented a first reading of a revised credit card policy. The board recommended sending a copy to the library's auditor for review.

The board discussed the possibility of paying an additional amount towards the library's MERS unfunded liability. The board will discuss the issue again closer to the end of the fiscal year, and will then decide how much extra, if any, to allocate towards the unfunded liability.

Employee Changes:

none

It was moved to adjourn at 5:38 p.m. (Motion: Campagna; Second: Cutting; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich