

# Van Buren District Library Board

## Board Meeting July 23, 2019 Webster Memorial Library

### Minutes

Chairperson Bruce Cutting called the board meeting to order at 4:34 p.m. at the Webster Memorial Library.

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

Absent: Betty Markel (excused)

**Public Comment:** None.

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

It was moved to approve the minutes of the June Board meeting as mailed. (Motion: Hanson; Second: Abbott; Motion: Carried).

It was moved to approve for payment the July "due to" vouchers numbers 19-07-01 through 19-07-04 in the amount of \$11,432.01; and General Fund vouchers numbers 19-07-03 through 19-07-82 in the total amount of \$168,279.19; (Motion: Campagna; Second: Godwin; Motion: Carried).

### **Reports :**

Molly Wunderlich reviewed the financial statements for the month end June 30, 2019. The library received \$120,625.61 from Van Buren County for delinquent taxes in June. We have received 95% of budgeted revenues as of June 30<sup>th</sup>.

Dan Hutchins reviewed the written director's report. Staff from the Local History department recently attended a workshop at the Library of Michigan in Lansing. There will be a grant hearing for the Michigan Council for the Arts and Cultural Affairs grant on August 14, 2019. It will be available to watch online.

Recently a pipe burst at the Covert Branch. The Library is working with Covert Township to facilitate any insurance claims.

**Unfinished Business:**

Mr. Hutchins presented a summary of nonresident fee calculations. After discussion, it was moved to increase the Library’s nonresident fee to \$60 per household effective January 1, 2020 and to \$75 per household effective January 1, 2021. (Motion: Campagna; Second: Hanson; Voting “yes” – Rendell, Hulin, Abbott, Campagna, Godwin, Cutting, and Hanson; Voting “no” – no one; Absent: Markel; Motion: Carried).

**New Business:**

The 2020 draft budget was presented to the full board. The finance committee reviewed the draft budget at the finance committee meeting, and recommends it without changes. The budget hearing is scheduled for August 27, 2019.

Mr. Hutchins presented a draft of the revised patron behavior policy. This policy enumerates specific patron behaviors and rules of conduct that are unacceptable. A second reading of the policy will be presented for approval at the August 2019 meeting.

**Employee Changes:**

It was moved to: hire Braylin Fulks Gobles Branch page at 12 hours per week; to accept the resignation of Jodi Kuiper, Bangor Branch assistant branch librarian at 20 hours per week, and Kristen Brenner, Lawrence branch clerk at 23 hours per week. (Motion: Abbott; Second: Hulin; Motion: Carried).

The 2020 budget hearing will take place on Tuesday August 27, 2019 at 4:30 p.m. The next Library board meeting will take place on August 27, 2019 immediately following the budget hearing.

**Public Comment:** None.

It was moved to adjourn at 5:50 p.m. (Motion: Hanson; Second: Godwin; Motion: Carried).

Respectfully Submitted,

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Chairman

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Secretary

Recorded by Molly Wunderlich