

Van Buren District Library Board

Board Meeting
February 24, 2021
Via Zoom

Minutes

Chairperson Bruce Cutting called the board meeting to order at 4:30 p.m. Via Zoom

Present: Marianne Abbott, Sandra Hanson, Bruce Cutting, Denise Campagna, Wayne Rendell, Catherine Hulin, Betty Markel and David Vliek. Dan Hutchins, Director Molly Wunderlich, Associate Director; Tracy Smola, Administrative Assistant.

Absent: None

Public Comment: None

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

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

It was moved to approve for payment the February 2021 “due to” vouchers 21-02-01 through 21-02-04 in the amount of \$56,020.10 and General fund vouchers numbers 21-02-03 through 21-02-41 in the amount of \$103,306.31: Motion: Rendell; Second: Campagna; Motion: Carried).

Reports :

Molly Wunderlich reviewed the financial statements for January 2021. We have received the final payment of the MCACA grant for the renovation project at Webster. The endowment fund reflects its annual expenditure towards materials. Webster renovation expenses through the end of January were a little more than \$170,000.

Director’s report

The Library hired Elissa Zimmer to fill the position of Districtwide Programming Coordinator. Elissa currently works for Ferndale District Library, and has a MLS from Wayne State University. Her start date will be March 8th. Dan Hutchins is currently working with Biblionix (Apollo) for the switch from our current automation system. Mr. Hutchins reported that Tom Barczak from the Village of Bloomington sent along his thanks for redrafting the branch agreement for

Bloomingtondale Library. Mr. Hutchins will be returning to work at the library on February 24th.

Unfinished Business:

The renovation at Webster is currently on hold because the contractors are under COVID-related quarantine. Another reason that things are progressing slowly is because supplies have not been delivered as ordered. The new electrical panel has been installed. Library Design Associates has been out to go over the next stage of the project. The Library will have a few more closures during the painting and installation of the carpet.

Mr. Hutchins gave an update on COVID. Both the Webster and Covert locations have had staff members test positive. Both locations have since reopened.

After discussion, it was moved to approve the new Branch Library Agreement with the Bloomingtondale Township and the Village of Bloomingtondale. (Motion: Campagna; Second Hanson; Voting “yes” Campagna, Abbott, Vliek, Cutting, Rendell, Markel, Hanson, Hulin ; Voting “no” – no one; Motion: Carried).

New Business:

Investment Report:

It was moved to approve the following investment:

General Fund – Renew Honor Credit Union Certificate of Deposit of - \$250,000 for 18 months at .3% interest, due on August 22, 2022. Interest to be deposited monthly. (Motion: Hulin; Second Abbott; Motion: Carried)

Employee Changes:

It was moved to hire Elissa Zimmer, for the Districtwide Programming Coordinator, Webster Memorial Library, Level 24 C at \$22.64, 40 hours per week. (Motion: Abbott; Second: Hulin; Motion: Carried).

The next Library board meeting will take place on March 23, 2021 at 4:30 p.m. format to be announced.

It was moved to adjourn at 4:58 p.m. (Motion: Hanson; Second: Campagna; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary