

**Van Buren District Library Board  
Board Meeting  
April 27, 2021  
Lawrence Township Hall**

**Minutes**

Chairperson Bruce Cutting called the board meeting to order at 4:31 p.m. at the Lawrence Township Hall

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

Absent: No one

**Public Comment:** None

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

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

It was moved to approve the April 2021 "due to" vouchers 21-04-01 through 21-04-05 in the amount of \$7,124.45 and General fund vouchers numbers 21-04-03 through 21-04-84 in the amount of \$381,862.56: Motion: Hanson; Second: Rendell; Motion: Carried).

**Reports :**

Molly Wunderlich reviewed the financial statements for the end of March 2021. In April, the Library has issued several large checks towards renovation costs. Property tax receipts arrived as budgeted. There was discussion about the closure of the Palisades Power Plant, and its effect on the budget.

**Investment Report:**

It was moved to approve the following investment:

General Fund – Renew Kellogg Community Credit Union Certificate of Deposit of - \$250,000 for 6 months at .6% interest, due on September 25, 2021. Interest to be paid at maturity. Renew Kalamazoo County State Bank Certificate of Deposit of - \$250,000 for 6 months at .15% interest, due on September 30, 2021. Interest to be paid at maturity. Open an Ultimate Savings Account at Advia Credit Union (Motion: Campagna; Second Abbott; Motion: Carried).

Dan Hutchins presented his director's report. Beginning May 5, 2021, VBDL staff will no longer be offered administrative leave for being diagnosed with or asked to quarantine for COVID-19, they will use their sick leave for those absences. Employees who are fully vaccinated are not required to quarantine after exposure to COVID positive individuals. Mr. Hutchins updated the board on other personnel matters.

The Webster renovation is completed except for a few odds and ends. The space looks open and bright. The bathrooms turned out very nice, and are no longer small and dark. Molly Wunderlich reports that Emily Leestma worked with Library Design Associates regarding the final shelving and furniture placement, and did an excellent job.

The Bloomingdale Branch had their shelves cut down, and it makes their space more open. Bloomingdale Branch is also awaiting replacements of new file cabinets. The Bangor Branch is awaiting some new furniture, and will have a range of shelving removed, and new shelving added along the back wall. Many of the new pieces Bloomingdale and Bangor are waiting on are backordered at the factory.

On March 25, 2021 Dan Hutchins, Catherine Hulin, Barbara Insidiosos, and Molly Wunderlich met with officials from Pine Grove and the City of Gobles, in addition to Fishbeck Architect Gregg Yeomans, regarding a potential renovation to the Family Dollar building in Gobles. The next meeting is scheduled for June 9<sup>th</sup>. On June 9<sup>th</sup>, the municipal officials will meet to discuss funding for the project. Following that meeting, a group of stakeholders will meet with Gregg Yeomans to discuss his conceptual ideas for the proposed branch. Ms. Hulin reports people in town are encouraged and excited about the possibility of a new Gobles/Pine Grove branch library.

**Unfinished Business:**

Bruce Cutting distributed the director's evaluation that was compiled last fall. Mr. Cutting described it as a positive evaluation with high marks for handling COVID, budget, and adverse situations. The overall marks show improvement over the years, and most of the comments were positive. Mr. Hutchins explained he is always open to suggestions for improvement and will take them in the spirit with which they are intended.

**Employee Changes:**

It was moved to hire, Haley Welsh-Gluck Bangor Branch Page, level 10C, 12 hours per week. (Motion: Abbott; Second: Hanson; Motion: Carried).

It was moved to adjourn at 5:25p.m. (Motion: Hanson; Second: Abbott; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich