

**Van Buren District Library Board
Board Meeting
June 22, 2021
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 David Vliek. Dan Hutchins, Director; Molly Wunderlich, Associate Director; Elissa Zimmer, VBDL Districtwide Program Coordinator;

Absent: Betty Markel (excused);

Public Comment: None

It was moved to approve the agenda as mailed, with the addition of bathroom access at the Gobles branch to new business: (Motion: Campagna; Second: Abbott; Motion: Carried).

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

It was moved to approve the June 2021 “due to” vouchers 21-06-01 through 21-06-05 in the amount of \$14,352.73 and General fund vouchers numbers 21-06-03 through 21-06-73 in the amount of \$287,251.26: Motion: Rendell; Second: Hulin; Motion: Carried).

Reports :

Molly Wunderlich reviewed the financial report as of the end of May. The Library received several large invoices for the renovation. The bulk of invoices arrived in June of this year. The second quarter payment from the Webster Trust was received in May.

Dan Hutchins reviewed his written director's report. Clark Charbonnet, co-owner of Biblionix, visited Webster Memorial Library on June 15 to train staff in the use of the new automation system, Apollo. The migration is scheduled for Monday June 28.

As MDHHS orders are lifted, the Library returned to 100% capacity as of June 22, 2021. There will no longer be requirements for masks or social distancing. Staff have

discussed returning to in-person events and classes, but that will be a slow implementation.

Library Design Associates have finished work at the Bangor Branch. Some shelves were removed, others were added or moved. The overall effect was a refresh at the branch.

Marianne Abbott reported that Tom Barczak, Bloomingdale Village supervisor, expressed appreciation to the library for the local branch grant. The Village upgraded the building's lighting fixtures, to LEDs.

Elissa Zimmer briefly updated the board as to the summer reading program. The number of participants is similar to pre-pandemic numbers. The spice club is proving popular with patrons as well.

Unfinished Business:

Dan Hutchins, Catherine Hulin, Molly Wunderlich, and Barb Insidioso attended a meeting with City of Gobles and Pine Grove Township officials on June 9th to discuss the possibility of turning the donated Family Dollar building into a library branch. Gregg Yeomanns and Jeremy Cordell of Fishbeck, presented two concepts of how space might be used in the building. They will take feedback from this meeting, and present a final concept at a future meeting. The City of Gobles and Pinegrove Township must work out an agreement on how they would jointly renovate and maintain the building as a library branch.

The Webster renovation is in the final stages. The Library has received several final bills from various vendors. The flooring in the community room has dimples already, and a representative from the manufacturer is coming out to look at it.

New Business:

Molly Wunderlich reviewed the MERS actuarial valuation report. As of December 31, 2020, the Library is considered 92% funded, and the unfunded liability is \$193,725.

Mr. Hutchins requested that the board approve a revised meeting room policy (CUS-03). The revision adjusts to reflect the renovation, and the fact that Webster Memorial Branch no longer has the Rose Room. It was moved to approve the updated meeting room policy: (Motion: Hanson; Second Campagna; Motion: Carried).

Mr. Hutchins received an email correspondence from the City of Gobles regarding their septic system and the bathroom usage at the Gobles Branch location. After discussion, Catherine Hulin agreed to clarify the intent of the email.

Employee Changes:

It was moved to accept the resignations of Sarah Spira, Antwerp Sunshine Branch Library page, level 10A, 15 hours per week; Michele Jepkema, Antwerp Sunshine

Branch clerk, level 10C, 15 hours per week; and Eric Gonzalez, Covert Branch page, level 10B, 14 hours per week; (Motion: Hulin; Second: Campagna: Motion: Carried).

Public Comment: None

It was moved to adjourn at 6:19 p.m. (Motion: Hanson; Second: Campagna; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich