

**Van Buren District Library Board  
Board Meeting  
November 23, 2021  
Webster Memorial Library**

**Minutes**

Vice-Chairperson Wayne Rendell called the regular board meeting to order at 4:30 p.m. at Webster Memorial Library

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

Absent: Bruce Cutting (excused),

**Public Comment:** None

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

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

It was moved to approve the November 2021 “due to” vouchers 21-11-01 through 21-11-04 in the amount of \$6,995.42 and General fund vouchers numbers 21-11-02 through 21-11-73 in the amount of \$146,124.37: Motion: Campagna; Second: Abbott; Motion: Carried).

**Financial Report:**

Molly Wunderlich reviewed the financial report as of the end of October. Year-to-date, expenditures are higher than revenues because of the Webster renovation. October revenues and expenditures are generally small this time of year.

**Director’s Report:**

Dan Hutchins reviewed his written director’s report. The Library has not purchased any computers in 2021. The computer replacement schedule calls for replacing 21 computers this year. The Library’s normal IT vendor reports that it can supply 10 computers for approximately \$13,000. It is unclear if the vendor can supply 21 computers. It was moved to purchase 10 computers for \$12,960 and obtain information to see if it is possible to get an additional 11

computers at the same price. (Motion: Campagna; Second: Markel; Motion: Carried).

Decatur resident, Jan Roeder, recently donated a wind sculpture to the grounds of the Webster Memorial Library. Mr. Hutchins reports that pictures do not do it justice, and he invited everyone to view the sculpture after the meeting.

**Unfinished Business:**

Mr. Hutchins met with officials from the City of Gobles, Pine Grove Township, and Fishbeck regarding the former Family Dollar building. The building does not meet modern energy efficiency standards, and the estimated cost of rehabbing the building into a library that meets efficiency standards would be approximately \$1.65 million, though the price would likely be 15% higher by the time any millage question was put to the voters. Pine Grove officials have requested to see if the library is willing to pay for part of the cost of having Fishbeck refine the design to avoid modern energy codes. After discussion It was moved that the library will move away from the former Family Dollar building, but will support exploring the cost of a study to build a new facility. (Motion: Markel; Second: Campagna; Motion: Carried).

**New Business:**

Mr. Hutchins summarized the proposal for an upgraded security camera system at all VBDL locations. Cameras will be upgraded at one location at a time. The library will be billed as each location is completed. It was moved to approve the proposal for Lock Master Security LLC to upgrade the Library's camera system for \$31,295.00. (Motion: Markel; Second: Hulin; Voting "yes" – Rendell, Markel, Campagna, Vliek, Hulin, Abbott, and Hanson; Voting "no" – no one; Absent: Cutting; Motion: Carried).

After discussion, it was moved to approve the 2021 budget amendments as presented. (Motion: Markel; Second: Hulin; Voting "yes" – Rendell, Markel, Campagna, Vliek, Hulin, Abbott, and Hanson; Voting "no" – no one; Absent: Cutting; Motion: Carried).

In an effort to show appreciation of the Library's employees, it was moved to approve a holiday bonus of \$100 per person for all staff. (Motion: Campagna; Second: Markel; Voting "yes" – Rendell, Markel, Campagna, Vliek, Hulin, Abbott, and Hanson; Voting "no" – no one; Absent: Cutting; Motion: Carried).

**Employee Changes:**

It was moved to hire: Evelia Carassco, Covert Branch clerk at 20 hours per week, Linzi Baruah, Antwerp Sunshine Branch clerk at 29 hours per week, and to accept the

resignation of Maria Violante, Antwerp Sunshine Branch page at 12 hours (Motion: Hanson; Second: Abbott: Motion: Carried).

**Public Comment:** None

It was moved to adjourn at 5:40 p.m. (Motion: Hanson; Second: Campagna; Motion: Carried).

Respectfully Submitted,

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Chairman

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Secretary

Recorded by Molly Wunderlich