

**Van Buren District Library Board
Board Meeting
February 22, 2022
Webster Memorial Library**

Minutes

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

Present: Bruce Cutting, Sandra Hanson, Betty Markel, Wayne Rendell, Marianne Abbott, Catherine Hulin, and David Vliek. Dan Hutchins, Director; Molly Wunderlich, Associate Director; Cheryl Bull, Bloomingdale Branch Librarian

Absent: Denise Campagna (excused)

Public Comment: None

It was moved to approve the agenda as mailed with the addition of Cheryl Bull, Bloomingdale Branch Librarian at the beginning of the agenda. (Motion: Abbott; Second: Hulin; Motion: Carried).

Dan Hutchins welcomed Cheryl Bull, Bloomingdale Branch Librarian. Ms. Bull described her years of working at the Bloomingdale branch location, and how much she enjoys her job. There is currently water entering the building by the west wall. While this problem has been happening for some time, but lately the water damage is more pronounced and the library smells musty. Staff and patrons have also reported minor respiratory complaints. As the health of library patrons and staff is of utmost importance, the board directed Mr. Hutchins to follow-up with the Village of Bloomingdale and Bloomingdale Township regarding this issue.

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

It was moved to approve the February 2022 "due to" vouchers 22-02-01 through 22-02-05 in the amount of \$15,466.52 and General fund vouchers numbers 22-02-03 through 22-02-65 in the amount of \$212,889.13 (Motion: Rendell; Second: Hulin; Motion: Carried).

Financial Report:

Molly Wunderlich reviewed the financial report for January 2022. The fund balance is broken down into an unassigned amount that is 50% of 2022 budgeted expenditures, and the remaining amount is set aside for capital improvement.

The tax levy sheet shows how much that the Library has received in property tax revenue as of February 16, 2022. As of that date, the Library has received a little over 40% of the projected total property tax revenue for 2022. The auditors completed their fieldwork yesterday, and will attend the March meeting.

Director's Report:

The Wifi Hotspots are now in circulation, and available to the public. They were supposed to arrive in the fall of 2021, but did not arrive until late January because of supply chain issues. Tracy Smola prepared most of the set up in advance, and she and other staff were able to prepare the Hotspots for circulation quickly once they arrived.

Based on updated CDC guidance, the Library is no longer requiring staff members to wear masks in order to serve patrons, unless they have recently been exposed to COVID or are recovering from COVID.

The customer service committee is discussing revisions to the Library's dress code. They will develop a draft for the board to consider.

Bruce Cutting reports he recently met with Mick Middaugh and Nick Culp of Entergy, the owner of Palisades Nuclear Plant. Palisades is shutting down as of the end of May, which is also when its contract to supply energy to Consumers ends. Decommissioning will take place over 19 years. Actual job loss to the community is minimal because employees have had the opportunity to transfer within the company, retired, or will work for the decommissioning company.

Unfinished Business:

It was moved to accept and approve the Philosophical Principles Policy.
(Motion: Vliek; Second: Abbott; Voting "yes" – Hanson, Vliek, Hulin, Abbott, Rendell, Cutting; Voting "no" – no one; Absent: Campagna, Markel; Motion: Carried).

It was moved to accept and approve the Reconsideration of Materials Policy.
(Motion: Hanson; Second: Hulin; Voting "yes" – Hanson, Vliek, Hulin, Abbott, Rendell, Cutting; Voting "no" – no one; Absent: Campagna, Markel; Motion: Carried).

New Business:

It was moved to retain the same slate of officers as 2021: Chair Cutting; Vice-chair Rendell; and Secretary/Treasurer Hanson. (Motion: Rendell; Second: Vliek; Motion: Carried).

Mr. Hutchins presented the circulation statistics for 2021. Although part of the year still had COVID protocols in place, circulation for 2021 is only down slightly from 2019. Wifi usage increased dramatically during 2021 due to the installation of outdoor Internet access points at six of VBDL's seven locations.

Public Comment: None

The next meeting is scheduled for Tuesday March 22, 2022 at Webster Memorial Library at 4:30 p.m.

It was moved to adjourn at 5:55 p.m. (Motion: Hanson; Second: Abbott; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich