

**Van Buren District Library Board
Board Meeting
May 24, 2022
Covert Branch Library**

Minutes

Chairperson Bruce Cutting called the regular board meeting to order at 4:32 p.m. at Covert Branch Library.

Present: Bruce Cutting, Sandra Hanson, Wayne Rendell, Marianne Abbott, Denise Campagna, and David Vliek. Dan Hutchins, Director; Molly Wunderlich, Associate Director; Elissa Zimmer, Districtwide Programming Coordinator

Absent: Betty Markel (excused), Catherine Hulin (excused)

Mr. Cutting distributed an updated evaluation matrix from the director's evaluation.

Public Comment: None

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

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

It was moved to approve the May 2022 "due to" vouchers 22-05-01 through 22-05-04 in the amount of \$4,669.47 and General fund vouchers numbers 22-05-03 through 22-05-64 in the amount of \$161,575.87 (Motion: Rendell; Second: Hanson; Motion: Carried).

Financial Report:

Molly Wunderlich reviewed the financial report as of April 30, 2022. The Library has received most of its expected property tax revenue to date. The county sends out delinquent tax checks in June. The Library received its second quarterly payment from the Webster Trust in April. Penal fine revenue rebounded in April and May.

Director's Report:

Dan Hutchins announced that Antwerp branch librarian and District PR Coordinator Kayla Jellies has accepted a position with the Paw Paw District

Library. This event is causing an organizational restructuring. Molly Wunderlich will work from and manage the Antwerp Sunshine Branch Library, Elissa Zimmer will take on the role of Webster branch manager. Mr. Hutchins will also offer a full time position to Antwerp Branch clerk, Laura Puckett, to handle districtwide publicity and technical instruction.

The library completed an organizational chart before the announcement of the resignation of the Antwerp Branch Librarian. Mr. Hutchins reviewed the different levels. Mr. Hutchins reports that library usage statistics are up dramatically. There are not as many people coming into the building, but the ones that do are checking out more materials.

The Michigan Library Association is offering complimentary memberships to all VBDL board members as part of the library's institutional membership.

Unfinished Business:

The Village of Bloomingdale and Bloomingdale Township have each met and chosen a company to complete repairs in the Bloomingdale library space.

New Business:

Elissa Zimmer, Districtwide Programming Coordinator, explained the upcoming summer reading program. The theme is "Oceans of Possibilities", and there are three reading age groups, plus an adult program. The prizes this year will be books. Each branch chose their grand prizes, and will choose the distribution of their grand prizes. In addition to the reading logs and events, the library will be handing out craft kits based on the theme. The craft kits proved to be popular during the pandemic and recovery, and the library plans to continue distributing them, especially for the school age group.

Employee Changes:

It was moved to change the hours of Antwerp Sunshine Branch clerk, Michelle Kessen from 15 to 29, and to accept, with regret, the resignation of Kayla Jellies, Antwerp Sunshine Branch Manager; (Motion: Campagna; Second: Abbott; Motion: Carried).

Public Comment: None

The next meeting is scheduled for Tuesday June 28, 2022 at the Bangor Branch Library, at 4:30 p.m.

It was moved to adjourn at 5:32 p.m. (Motion: Hanson; Second: Campagna; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Molly Wunderlich