

Van Buren District Library Board

Board Meeting
Tuesday, October 25, 2022
Lawrence Branch Library
4:30 P.M.

Minutes

Chairperson Bruce Cutting called the regular Board meeting to order at 4:34 P.M. at the Lawrence Branch Library.

Present: Sandra Hanson, Bruce Cutting, Denise Campagna, Wayne Rendell, David Vliek, Betty Markel, and Marianne Abbott. Dan Hutchins, Director; Franc Pach, Business Manager.

Absent: Catherine Hulin (excused)

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 September 27, 2022 meeting as mailed. (Motion: Hanson; Second: Markel; Motion: Carried).

It was moved to approve for payment the October 2022 "due to" vouchers 22-10-01 through 22-10-03 and 22-10-57 in the amount of \$12,908.81 and General Fund vouchers numbers 22-10-04 through 22-10-56 in the amount of \$126,813.75: (Motion: Rendell; Second: Campagna; Motion: Carried).

Reports:

Financial Update:

The General Fund trial balance was discussed. On the expenditure side, GL Account 982.6 Hot Spots, is high because this program was in the planning stages when the 2022 budget was written. Inflation has caused all energy costs, including utilities, to run high throughout the year. GL account 880.0 Promotional/Reading Program is high due to VBDL paying all costs for the recent Southwest Michigan Reads, and then receiving reimbursement from its public library partners. GL account 934.0 Vehicle Maintenance is high because it was necessary to replace the tires on the delivery van. GL account 935.0 Copying Supplies & Maintenance is high because of extraordinary patron use, but this is more than offset by larger than budgeted income in the corresponding revenue GL account 632.0 Copying Receipts.

Director's Report:

VBDL is in talks with local human services agency Telamon about the possibility of Telamon providing a bilingual intern for summer 2023, with all costs to be paid for by Telamon. Staff Training Day had a higher than normal turnout with 41 staff members attending. District Program Coordinator Elissa Zimmer initially reported receiving mixed feedback from staff, but Dan went back and reviewed the feedback summary, and all categories received an average rating of four out of

five or higher, with one being “poor” and five being “outstanding.” Objectively, the training was extremely well received by the staff. The Bloomingdale Branch space reopened on September 20 and the local units are hoping to complete repairs in early 2023. Cleaning, repair, and utility costs for the branch were discussed.

Unfinished Business:

2023 Budget Amendment:

It was moved to approve the 2023 Budget amendment, moving \$45,000 from GL account 981.0 Vehicle Replacement to 970.0 Capital Outlay. (Motion: Rendell; Second: Markel; Voting “yes” – Abbott, Vliek, Rendell, Markel, Campagna, Cutting, and Hanson; Voting “no” – no one; Absent: Hulin; Motion: Carried).

Bloomingdale Branch Update:

This was addressed in Dan’s director’s report.

Board Personnel Consulting:

Dan reviewed some of the things he would like consultation regarding. It was agreed that having a stable group of Board Trustees available to the director would be a positive step. Sandy Hanson, Denise Campagna, and David Vliek volunteered to make themselves available to Dan as consultants. It was further agreed to leave a fourth spot on the group open so Trustees specific to a particular branch might participate at any given time.

As part of the personnel consulting discussion, Dan discussed the current situation with the Library’s health insurance. VBDL’s long-time insurance provider, U.S. Health and Life, is ending VBDL’s coverage effective November 30. VBDL’s benefits broker, National Insurance Services, has suggested Blue Care Network as an affordable replacement. While working on the transition, Dan reviewed VBDL’s current personnel policy regarding insurance coverage for full-time staff. Public Act 152 of 2011 limits the amount public employers may pay toward employee health benefit plans. The law went into effect on January 1, 2012. Generally speaking, this law requires public employees to pay 20% of their health benefit costs. However, according to VBDL’s labor attorney:

MCL 15.568 allows a “local unit of government” to opt-out from application of the provisions of PA 152, including the 80/20 limit, by a 2/3 vote of its governing body at any time prior to the beginning of the medical benefit plan coverage year. The vote must be made separately for each year.

As Dan reported last month, his wife will be leaving VBDL’s health plan beginning October 31. As Dan’s employment agreement stipulates he is entitled to dependent coverage at 80%, Dan asked the Board for an in-lieu of payment equal to \$3,000 for his wife leaving VBDL’s health plan. He further asked that his wife be allowed to rejoin VBDL’s health coverage at a future time, should she no longer find herself employed.

It was moved to approve Dan’s request:

(Motion: Campagna; Second: Rendell. Voting “yes” – Rendell, Campagna, Markel, Abbott, Hanson Vliek, and Cutting: Voting “no” – no one; Absent: Hulin; Motion: Carried.)

New Business:

Lawton Library:

Dan related to the Board that Lawton Library is exploring various options, including forming their own library district, or possibly joining VBDL. The Board authorized Dan to discuss with the Lawton Library Board the process for joining VBDL, and how the Lawton Library would be operated as part of Van Buren Library District.

Employee Changes:

It was moved to accept the resignations of Haley Welsh-Gluck, Bangor Branch Page, Level 10C, 12 hours per week effective, October 13, 2022 and Kylee Fox, Antwerp Sunshine Library Clerk, Level 14A, 25 hours per week, effective November 15, 2022. Motion: Markel; Second: Hanson; Motion: Carried).

Public Comment:

None.

Next Meeting Date, Tuesday, November 22, 2022 at Webster Memorial Library at 4:30PM.

It was moved to adjourn at 5:57 p.m. (Motion: Hanson; Second: Campagna; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary