

Van Buren District Library

Meeting

Tuesday, July 25, 2023

Webster Memorial Library

4:30 p.m.

Chairperson Markel called the regular Board meeting to order at 4:30 PM at the Webster Memorial Library.

Present: Betty Markel, Sandy Hanson, Bruce Cutting, Denise Campagna, David Vliek, Pam Dickerson, Catherine Hulin, and Wayne Rendell. Dan Hutchins, Executive Director; Franc Pach, Business Manager; Elissa Zimmer, District Program Coordinator/Webster Branch Manager.

Absent: None

Public Comment

None.

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

It was moved to approve the minutes of the of June 27, 2023 Meeting: (Motion: Hanson; Second: Cutting; Motion: Carried).

It was moved to approve the payment of the July “due to” vouchers 23-07-01 through 23-07-04 in the amount of \$16,068.40 and General Fund vouchers 23-07-03 through 23-07-77 in the amount of \$173,712.20: (Motion: Cutting Rendell; Motion: Carried).

Reports:

A. Financial Update

All the property tax funds have been received for the year aside from a lost check from Lawrence. The second state aid payment should be the same as the first. Penal fines are coming in well above projected year to date. Interest earnings continue to do well. Expenses are falling within the projected budget year to date. Salary cost has been brought back in line. For Capital Outlay and Automation and Software major purchases have been completed for the year.

B. Investment Report:

Treasury bills are being reinvested as they mature. Rates are currently over 5%.

C. Director’s Report & Employee Changes:

Dan briefed the board regarding a recent break-in at the Antwerp Sunshine Library. Dan also mentioned \$4,000 in recent donations to the Library: \$3,000, which was donated anonymously, and another \$1,000 which was donated by the Yeo & Yeo Foundation at the request of former VBDL staff member and current Yeo & Yeo employee Adri Fryman. Antwerp also hosted an impromptu visit from the Oscar Mayer Frankmobile.

Unfinished Business:

A. Executive Director Evaluation Reflections

Dan thanked the Board and his direct reports for his recent positive evaluation. Dan also mentioned he is taking the constructive feedback it generated to heart. Dan further mentioned he would be meeting with VBDL’s Leadership team shortly to see which of his duties might be redistributed among the group. Dan further mentioned the community connections he has made over the years, in

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addition to the fun and constructive meeting he attended with the Lawrence Friends of the Library on July 15.

B. 2024 Millage Renewal

This was discussed during the Finance Committee meeting preceding the Board meeting. Dan was instructed to explore the two options he presented with the Library's municipal law attorney and report their work back to the Board at a future meeting.

New Business:

A. Staff Training Day Closure, Monday, October 9, 2023

(Motion: Campagna; Second: Vliek; Motion: Carried).

B. August 22, 2023 Board Meeting & 2024 Budget Hearing?

A quorum will be present for this meeting and the Annual Budget Hearing. It was decided both will proceed as scheduled.

C. Resolution to Nominate Elissa Zimmer for Michigan Library Association's 2023 Rising Star Award

(Motion: Campagna; Second: Cutting. Voting "yes": Markel, Rendell, Cutting, Dickerson, Hulin, Vliek, Campagna, Hanson; Voting "no" – no one; Motion: Carried).

D. 2024 Staff Cost Of Living Increase

Motion to move forward with the proposed 2024 budget based upon a 5% salary increase for Library staff: (Motion: Cutting; Second: Hanson; Voting "yes"- Rendell, Cutting, Dickerson, Hulin, Vliek, Hanson, Campagna, Markel; voting "no"- no one; Motion: Carried).

Public Comment

None.

Next Meeting Date, Tuesday, August 22, 2023 at 4:30 PM at the Webster Memorial Library, preceded by the 2024 Budget Hearing.

It was moved to adjourn at 5:21 p.m. (Motion: Hanson; Second: Cutting; Motion: Carried).

Respectfully Submitted,

Chairperson

Secretary

Recorded by Franciszek Pach & Dan Hutchins