

Van Buren District Library

Board Meeting

Tuesday, June 27, 2023

Antwerp Sunshine Library

4:30 P.M.

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

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

Absent: Catherine Hulin (excused).

Public Comment

Public comment was heard. The public expressed concern over staff changes at Antwerp Sunshine Library.

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

It was moved to approve the minutes of the May 23, 2023 Meeting: (Motion: Hanson; Second: Vliek; Motion: Carried).

It was moved to approve the payment of the June “due to” vouchers 23-06-01 through 23-06-05 in the amount of \$20,043.89, and General Fund vouchers 23-06-03 through 23-06-70 in the amount of \$25,1710.28: (Motion: Cutting; Second: Rendell; Motion: Carried).

Reports:

A. Financial Update

Revenue is looking good. The delinquent tax amount has been reported to VBDL by the County. Penal fines are doing well, as are interest earnings. Expenses were reviewed and staffing costs were discussed.

B. Investment Report

Treasury bills continue to do well. The Cedars program was mentioned. Franc will investigate this.

C. Director’s Report, May 2023 Statistics, & Employee Changes

Dan is speaking with the Village of Decatur about taking over maintenance of Webster Memorial Library at some point in the future. Clark Technical Services was approved as VBDL’s vendor for E-rate category 2 reimbursement, beginning next month. Overall library usage statistics appear to have returned to pre-pandemic norms. Brenda and Elissa shared that Summer Reading registrations are doing extremely well so far this season.

Unfinished Business:

Van Buren District Library

Board Meeting

Tuesday, June 27, 2023

Antwerp Sunshine Library

4:30 P.M.

A. **Annual Evaluation of the Executive Director**

It was moved to enter closed session to discuss the Executive Director's evaluation at 5:05 P.M. (Motion: Campagna; Second: Rendell; Motion: Carried).

It was moved to resume open session at 5:57 P.M. (Motion: Vliek; Second: Cutting; Motion: Carried).

B. **Second Reading: Mobile Hotspot Lending Policy CIRC-04**

It was moved to approve the Mobile Hotspot Lending Policy CIRC-04: (Motion: Campagna; Second: Vliek; Motion: Carried).

New Business:

A. **Approval of Early Closing 5:00 PM, July 3**

It was moved to close the Library District at 3:00 PM on Monday, July 3: (Motion: Vliek Second: Cutting; Motion: Carried)

B. **Village of Decatur Tax Increment Financing Plan**

The Village of Decatur's proposal to adopt a tax increment financing plan (TIF) for the beautification of the Village was discussed.

C. **Michigan Legal Help Training Closure**

It was moved to close VBDL for up to a day to conduct staff training for the Michigan Legal Help website, date to be determined: (Motion: Campagna; Second: Vliek; Motion: Carried).

Public Comment

Public comment was heard. The public expressed concern over staff changes at Antwerp Sunshine Library.

Next meeting date, Tuesday, July 25, 2023 at 4:30 P.M. at Webster Memorial Library, preceded by the annual Finance Committee meeting at 3:30 P.M.

It was moved to adjourn at 6:14 P.M.: (Motion: Rendell; Second: Cutting; Motion: Carried).

Respectfully Submitted,

Chairperson

Secretary

Recorded by Franciszek Pach & Dan Hutchins