

Van Buren District Library Board
2024 District Library Budget Hearing & Board Meeting
August 22, 2023
Webster Memorial Library
Minutes

Vice-Chairperson Wayne Rendell called the budget hearing to order at 4:30 P.M. at Webster Memorial Library.

Public Comment: None.

At 4:32 P.M. it was moved to close the hearing and continue to the regular Board meeting: (Motion: Campagna; Second: Hanson; Motion: Carried).

Vice-Chairperson Wayne Rendell called the regular Board meeting to order at 4:33 P.M. at Webster Memorial Library.

Present: Sandy Hanson, Bruce Cutting, Denise Campagna, David Vliek, Pam Dickerson, Catherine Hulin, and Wayne Rendell. Dan Hutchins, Executive Director; Franc Pach, Business Manager.

Absent: Betty Markel (excused).

Public Comment: None.

It was moved to approve the agenda as mailed, with addition of the approval of the 2024 Budget Resolution and certification of the 2023 millage levy: (Motion: Hanson; Second: Campagna; Motion: Carried).

It was moved to approve the minutes of July 25, 2023 meeting: (Motion: Hanson; Second: Cutting; Motion: Carried).

It was moved to approve the payment of the August "Due to" vouchers 23-08-01 through 23-08-05 in the amount of \$7,629.51, and the General Fund vouchers 23-08-03 through 23-08-52 in the amount of \$148,685.79: (Motion: Vliek; Second: Hulin; Motion: Carried).

Reports:

A. Financial Update

Projected revenue for 2023 has been achieved, and additional funds continue coming in from penal fines and grants. On the expense side, staffing costs are being monitored closely as the District has experienced a greater than usual need for substitutes. The final vehicle insurance payment for the year has been made, with that line item coming in slightly higher than budgeted. Capital Outlay is also over for the year because of the purchase of new copiers.

B. Investment Report

Treasury bills continue to do well and are being reinvested as they mature. CDs that mature are now being invested into treasury bills. VBDL's Business Manager, Franc Pach, has laddered the treasury bills to maximize interest earned. Some investments will not be renewed once matured, and instead will be used to cover operating expenses as needed.

C. Director's Report & Employee Changes

Trustee Campagna mentioned she has received positive feedback from

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Lawrence Branch staff regarding the recent Michigan Legal Help training. Webster Memorial Library staff recently worked with Decatur Police to identify a suspect who has been alleged to have illegally entered automobiles throughout the Village. Representatives from the Village of Bloomingdale and Bloomingdale Township will be appearing before the Library Board at its next meeting on September 26 in Covert.

Unfinished Business:

A. 2024 Millage Renewal

Dan is working with the Library's municipal law attorney, Anne Seuryneck, on draft ballot language for the Library's upcoming millage renewal. He expects to have draft language to present to the Board at its September meeting.

New Business:

A. 2023 MERS Actuarial Report

Franc presented the yearly report provided by VBDL's retirement provider, MERS. Our defined benefit, or pension plan, is currently 108% funded. The Library's monthly defined benefit payment will be reduced next year by about \$20 per month.

B. Lawrence Branch Shelving Reduction

It was moved to approve the Lawrence Branch shelving reduction proposal by Library Design Associates in the amount of \$7,994.00:
(Motion: Rendell; Second: Campagna; Voting "yes" – Rendell, Campagna, Cutting, Dickerson, Hulin, Vliek, and Hanson; Voting "no" – no one; Absent: Markel; Motion: Carried).

C. 2024 Budget Resolution and 2023 Tax Levy

It was moved to approve the 2024 Budget Resolution and to certify the 2023 millage levy, as presented: (Motion: Cutting; Second: Hanson; Voting "yes" – Rendell, Campagna, Cutting, Dickerson, Hulin, Vliek, and Hanson; Voting "no" – no one; Absent: Markel; Motion: Carried).

Public Comment: None.

Next meeting date, Tuesday, September 26, 2023 at 4:30 P.M. at the **Covert Branch Library, 33680 M-140 Hwy, Covert, MI 49043.**

It was moved to adjourn at 5:37 P.M.: (Motion: Hanson; Second: Cutting; Motion: Carried).

Respectfully Submitted,

Chairperson

Secretary

Recorded by Franciszek Pach & Dan Hutchins