

Van Buren District Library

Meeting

Tuesday, February 27, 2024

Webster Memorial Library

4:30 p.m.

Meeting Minutes

Chairperson Markel called the regular Board meeting to order at 4:28 P.M. at Webster Memorial Library.

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

Absent: Denise Campagna (excused).

Public Comment:

President of the Village of Bloomingdale Renee Robbins asked questions of the Board. A patron of the Library District also addressed the Board.

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

It was moved to approve the minutes of the January 23, 2024 meeting: (Motion: Hanson; Second: Vlieg; Motion: Carried).

It was moved to approve the payment of the February 2024 "due to" vouchers 24-02-01 through 24-02-05 in the amount of \$81,980.93 and general fund vouchers 24-02-03 through 24-02-69 in the amount of \$212,793.98: (Motion: Rendell; Second: Hulin; Motion: Carried).

Reports:

A. Financial Update

Business Manager Franc Pach stated that a good portion of the 2023 tax revenue has been received and the conservative interest budget number has almost been met. The Gifts and Grants general ledger account has also done well so far. On the expense side, a few accounts containing either annual or semiannual vendor payments have been satisfied.

B. Investment Report

Stated that treasury bills that came due have been reinvested and are doing well.

C. Director's Report & Employee Changes

Executive Director Dan Hutchins reported the Village of Decatur was approved for a three-million-dollar grant from the Michigan Land Bank to rehabilitate the old Decatur High School, now called "The Bergen Building" into a mixed-use space which will contain the Village offices, and possibly senior housing and other uses. The Library District provided a letter of support for the successful grant application. Dan also reported that since the beginning of his tenure as executive director, library usage has increased dramatically with circulation up

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11%, computer & wifi use up 31% program attendance up 120%, and online database use up 273%.

Unfinished Business:

A. Bloomingdale Branch Financials

Business Manager Pach his analysis of what the Library District has paid versus what the Village of Bloomingdale billed. Board Chair Betty Markel stated the Library District will send any and all requested documents to the Village President once the staff have an opportunity to compile them.

B. Webster Memorial Facility Update

Dan spoke of possible options for the long-term care of Webster Memorial Library, including the possibility of signing a maintenance agreement with Van Buren County Buildings and Grounds Department. Dan has asked to have a conversation with the building's owners, the Webster Memorial Trust regarding the proposed agreement and is awaiting a date.

C. 2024 Millage Ballot Question

It was moved to approve the expenditure of \$4,250 for the purpose of sending millage informational mailers to the residents of the Library District: (Motion: Vliek; Second: Hulin; Motion: Carried).

New Business:

A. 2024 Library Board Officer Elections

It was moved to retain the existing Board officers until the next election in 2025: Betty Markle as Board Chair, Wayne Rendell as Vice-chair, and Sandy Hanson as Secretary/Treasurer: (Motion: Rendell; Second: Hulin; Motion: Carried).

Public Comment

President of the Village of Bloomingdale Renee Robbins asked further questions of the Board.

Next meeting date, **Tuesday, March 26, 2024** at 4:30 P.M. at **Webster Memorial Library in Decatur.**

It was moved to adjourn at 5:11 P.M.: (Motion: Hanson; Second: Rendell; Motion: Carried).

Respectfully Submitted,

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Chairperson

Secretary

Recorded by Franciszek Pach & Dan Hutchins