

# Van Buren District Library

Meeting

Tuesday, April 23, 2024  
Webster Memorial Library  
4:30 P.M.

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

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

**Absent:** Bruce Cutting (excused).

## **Public Comment:**

None.

It was moved to approve the agenda with the following change: addition of Covert shelving reduction to New Business: (Motion: Campagna; Second: Hanson; Motion: Carried).

It was moved to approve the minutes of March 26, 2024 meeting: (Motion: Rendell; Second: Vliek; Motion: Carried).

It was moved to approve the payment of the April 2024 “due to” vouchers 24-04-01 through 24-04-05 in the amount of \$15,348.51, and general fund vouchers 24-04-03 through 24-04-62 in the amount of \$155,343.11: (Motion: Campagna; Second: Hanson; Motion: Carried).

## **Reports:**

### **A. Financial Update**

An update was given on the library’s financial situation and the organization is in good standing year to date.

### **B. Investment Report**

Treasury bills continue to be rolled over as funding allows.

### **C. Director’s Report & Employee Changes**

An update was given on current situations and events at VBDL.

## **Unfinished Business:**

### **A. Bloomingdale Branch Update**

Motion to approve the replacement cost of the display board and shelving at the Bloomingdale Branch with the cost not to exceed \$12,000: (Motion: Rendell; Second: Campagna; Voting “yes” – Hanson, Campagna, Vliek, Hulin, Dickerson, Rendell, Markel Voting “no” – no one; Absent: Cutting; Motion: Carried).

### **B. Webster Memorial Update: Ongoing Maintenance**

Motion to approve the addition of a part-time facilities maintenance person not to exceed 20 hours per week for three

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

## C. Annual Evaluation of the Executive Director Update

The Board discussed the executive director’s evaluation process, more to follow at the May Library Board meeting.

## D. 2024 Millage Ballot Question

The upcoming millage question was discussed.

### New Business:

#### A. May Library Board Meeting Date Change?

Motion to change the next Library Board meeting date to May 21<sup>st</sup> and to further change the location to Webster Memorial Library: (Motion: Campagna; Second: Vliek; Motion: Carried).

#### B. Covert Shelf Reduction

It was moved to approve the proposed costs of shelf reduction for the Covert branch in the amount of \$22,410: (Motion: Hanson; Second: Campagna; Voting “yes” – Hanson, Campagna, Vliek, Hulin, Dickerson, Rendell, Markel Voting “no” – no one; Absent: Cutting; Motion: Carried).

#### Public Comment

None.

Next meeting is scheduled for, ***Tuesday, May 21, 2024 at 4:30PM at the Webster Memorial Library in Decatur,***

It was moved to adjourn at 5:26 P.M.: (Motion: Hanson; Second: Vliek; Motion: Carried).

Respectfully Submitted,

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Chairperson

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Secretary

Recorded by Franciszek Pach.