

Van Buren District Library

Board Meeting
Tuesday, July 28, 2026
Covert Branch Library
4:30 P.M.

Minutes

Chairperson Rendell called the regular Board meeting to order at 4:30 P.M. at Covert Branch Library.

Present: Wayne Rendell; David Vliek; Bruce Cutting; Sandy Hanson; Pam Dickerson; Denise Campagna; Dan Hutchins, Executive Director; Chantelle Dowling, Business Manager and Tracy Smola Administrative Coordinator.

Absent: Betty Markel (excused).

Public Comment: None

It was moved to approve the agenda as mailed, with the addition of Milan Hardin, Covert Branch Manager, to the Director's Report: (Motion: Hanson; Second: Campagna; Motion: Carried).

It was moved to approve the minutes of the June 23, 2026 meeting: (Motion: Campagna; Second: Dickerson; Motion: Carried).

It was moved to approve for payment the July 2026 "due to" vouchers 26-07-01 through 26-7-04 in the amount of \$11,080.39 and General fund vouchers numbers 26-07-02 through 26-06-79 in the amount of \$277,589.20: Motion: Rendell; Second: Cutting; Motion: Carried).

Reports:

A. Financial Update

An update was given regarding the library's finances.

B. Director's Report & Employee Changes

A brief update was provided regarding the interviews conducted to fill the vacancy created by Anne Cox's retirement at the Lawrence Branch. Milan gave an update of happenings at the Covert Branch Library.

Unfinished Business:

A. Geneva Township Service Contract Millage

A brief update was given regarding the Geneva Township November ballot proposal.

B. Antwerp Branch Utilities

It was moved to direct Executive Director Hutchins and Board Chairperson Rendell to collaborate with the library's attorney to send a formal response to the Antwerp Township Board via the Township's attorney regarding the bills the library recently received from the Township and the amendment the Library Board approves to its proposed Addendum. The Addendum will now include the provision that the Van Buren District Library will pay 60% of the utility usage costs for the Township building based upon the proportionate square footage occupied by the

Van Buren District Library

Board Meeting
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Branch Library, if the Township Board re-adopts the prior Branch Library Agreement and further adopts the proposed Addendum: Motion: Campagna; Second: Rendell; Voting “yes” – Vliek, Campagna, Dickerson, Cutting, Hanson, Rendell; Voting ‘no’ – no one; Excused-Betty Markel; Motion: Carried

New Business:

A. 2025 MERS Actuarial Report

The MERS Actuarial Report was reviewed by the Board. The Board has requested additional cost analysis to determine what payment be required to bring the plan back to a 100% funded level, and additionally what payment amount would be required to bring the plan to a 105% funded level.

B. Capital Improvement Expenditures

It was moved to purchase new AWE computers for four locations and to acquire new Book Drops for two locations at a combined cost of \$26,471.77. (Motion: Hanson; Second: Cutting, Voting “yes” – Rendell, Hanson, Cutting, Dickerson, Campagna, Vliek; Voting ‘no’ – no one; Excused-Markel; Motion: Carried).

C. Finance Committee Report

It was moved to advance the Finance Committee’s recommendation of a proposed tax levy of 1.2 mills and its corresponding 2027 Revenue and Expenditure Budget with a 4% staff COL increase to the 2026 Tax Levy and 2027 Budget Hearing, and to further set the date of this hearing for August 25, 2026 at the Lawrence Branch of the Van Buren District Library: (Motion: Vliek; Second: Hanson, Voting “yes” – Rendell, Hanson, Cutting, Dickerson, Campagna, Vliek; Voting ‘no’ – no one; Excused-Markel; Motion: Carried).

It was moved to adopt Compensation Proposal 2 for most library staff with the exception of the Executive Director whose compensation will be decided at a future date, with Compensation Proposal 2 effective for the upcoming pay period of July 25, 2026 through August 7, 2026: (Motion: Rendell; Second: Cutting, Voting “yes” – Rendell, Hanson, Cutting, Dickerson, Campagna, Vliek; Voting ‘no’ – no one; Excused-Markel; Motion: Carried).

It was moved to set the date of this hearing for August 25, 2026 at the Bloomingdale Branch of the Van Buren District Library: (Motion: Cutting; Second: Rendell; Motion: Carried).

D. October Board Meeting Date

It was decided to change the date of the October 2026 Library Board meeting from October 27 to October 20, and to further change the location from Antwerp Township to Webster Memorial Library in

Van Buren District Library

Board Meeting
Tuesday, July 28, 2026
Covert Branch Library
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Decatur.

Public Comment

Comment was made by Covert Branch Manager Milan Harden and Bloomingdale Branch Clerk Christina Leftwich.

Next meeting is scheduled for: **Tuesday, August 25, 2026 at 4:30 P.M. at the VBDL Lawrence Branch Library located at 212 North Paw Paw Street, Lawrence, MI, 49064 beginning with the 2026 Millage Levy and 2027 Budget Hearing.**

It was moved to adjourn at 6:17 P.M.: (Motion: Hanson; Second: Cutting; Motion: Carried).

Respectfully Submitted,

Chairman

Secretary

Recorded by Tracy Smola