Van Buren District Library

Board Meeting Tuesday,
October 28, 2026
Webster Memorial Library
4:30 P.M.

Minutes

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

Present: Wayne Rendell; Bruce Cutting; Sandy Hanson; Pam Dickerson; Denise Campagna; Betty Markel; Tracy Smola, Administrative Assistant; Chantelle Dowling, Operations Manager; and Hilari Sabo, Administrative Coordinator.

Absent: David Vliek (excused).

Public Comment: Dan Ruzick, Antwerp Township Supervisor; Susan Creager, Antwerp Resident; Donna Dluge, Antwerp Resident; Meaghan Douglas, Antwerp Resident

A motion was made to approve the agenda as mailed, with an addition under new business. E. Director Search Update: (Motion: Hanson; Second: Markel; Motion: Carried).

It was moved to approve the minutes of the September 22, 2026 meeting: (Motion: Markel; Second: Campagna; Motion: Carried).

It was moved to approve for payment the October 2026 "due to" vouchers 26-10-01 through 26-10-05 in the amount of $13,334.88 and General Fund voucher numbers 26-10-03 through 26-10-81 in the amount of $459,570.06: Motion: Campagna; Second: Dickerson; Motion: Carried).

Reports:

A. Financial Update

An update was provided regarding Penal Fine funding for the year. Discussion also included the proposed budget amendments that will be presented under New Business

B. Director's Report & Employee Changes

Chantelle Dowling reviewed the new newsletter update and discussed changes to the process for collecting branch information for the board newsletter. The newsletter will also be distributed to staff to keep everyone informed about VBDL news and activities. Discussion took place regarding the purchase of fleece jackets for staff and board members. An update was provided regarding Amanda White's service at the Bangor Branch Library, as well as the appointment of Jackie Osburn to the Bangor Branch Manager position.

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Unfinished Business:

A. Furniture Update – Covert & Bdale Additional Furniture and People Counters

Tracy Smola gave an update on the new furniture and reupholstery project with Library Design, as well as the recent purchase and installation of People Counters at the branches.

B. Health Insurance – Part Time Staff

The Board discussed the possibility of offering health insurance to part-time employees. It was noted that a policy would need to be developed before moving forward with implementation. The matter was tabled until the new director is in place and can review the requirements and next steps.

C. Antwerp Township Agreement

Antwerp Township documents were reviewed, and Wayne Rendell is awaiting a response from the attorney regarding the lease agreement presented by the Township. Wayne Rendell explained that the Township will need to re-sign the agreement, as it opted out of the previous agreement in 2025. Several options were discussed. Motion was made to forward the agreement to the Township for consideration and acceptance. (Motion: Rendell; Second: Hanson; Voting "yes" – Dickerson, Rendell, Hanson, Cutting, Markel: Voting "no" – Campagna; Excused – Vliek; Motion: Carried)

New Business:

A. End of Year Budget Amendments

The board discussed the amendments presented by Chantelle Dowling and Tracy Smola. Bruce Cutting reviewed the adjustments made to the general ledger accounts and explained the process used to reallocate funds and bring the accounts into balance: (Motion: Cutting; Second: Markel; Voting "yes" – Dickerson, Campagna, Rendell, Hanson, Cutting, Markel: Voting "no" – no one; Excused – Vliek; Motion: Carried)

B. MERS Funding

The Board discussed the possibility of funding the pension plan to 100%. Chantelle Dowling will coordinate with MERS to calculate the dollar amount necessary to reach full funding status. (Motion: Markel; Second: Dickerson, Voting "yes" – Markel, Cutting, Hanson, Rendell, Dickerson; Voting 'no" – no one; Excused-Vliek; abstained Campagna Motion: Carried).

C. New Covert Generating Settlement

The board received an update regarding the settlement with the New Covert Generating Plant. Funds associated with the settlement will be

repaid through delinquent tax collections from 2027 through 2031. (Motion: Campagna; Second: Cutting; Voting "yes" – Rendell; Campagna; Dickerson; Markel; Cutting; Hanson: Voting "no" – none one; Excused – Vliek; Motion: Carried)

D. Health Insurance Renewal

The Board reviewed information related to the renewal of the health insurance plan. It was noted that the projected rate increase for 2027 is 14.51%. After discussion, the Board elected to continue with the current health insurance plan. (Motion: Markel; Second: Cutting; Voting "yes" – Campagna, Dickerson, Hanson, Rendell, Cutting, Markel; Voting 'no" – no one; Excused-Vliek; Motion: Carried).

E. New Director Search

Tracy Smola updated the Board on the activities of the Search Committee. The committee has received four applications for the position. The committee will meet on November 11 to review the applicants and select candidates for virtual interviews scheduled for November 17 at 2:00 pm. Following the virtual interviews, two finalists will be invited to participate in in-person interviews on December 3 beginning at 9 a.m.

Public Comment

Anna Lunt, Antwerp Resident; Donna Dluge, Antwerp Resident; Meaghan Douglas, Antwerp Resident

The next meeting will be a **Special Board Meeting on Tuesday, November 17, 2026 at 2:00 pm at the VBDL Webster Memorial Library. The Regular Board Meeting is scheduled for Thursday, November 19, 2026 at 4:30 pm.**

It was moved to adjourn at 6:00 P.M.: (Motion: Hanson; Second: Cutting; Motion: Carried).

Respectfully Submitted,

_____ _____

Chairman Secretary

Recorded by Tracy Smola