

Van Buren District Library

Board Meeting

Tuesday, March 25, 2025

Webster Memorial Library

4:30 P.M.

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

Present: Wayne Rendell, David Vlieg, Bruce Cutting, Sandy Hanson, Betty Markel (excused at 5:15pm), Denise Campagna. Dan Hutchins, Executive Director; Elissa Zimmer, Assistant Director; Chantelle Dowling, Business Manager.

Absent: Pam Dickerson (excused).

Public Comment:

None.

It was moved to approve the agenda with the following changes: Branch Maintenance Funds moved to the top of the agenda, and Annual Evaluation of the Executive Director moved to closed session at the end of the agenda: (Motion: Campagna; Second: Hanson; Motion: Carried).

It was moved to approve the minutes of the February 25, 2025 meeting: (Motion: Markel; Second: Campagna; Motion: Carried).

It was moved to approve the payment of the March 2025 "due to" vouchers 25-03-01 through 25-03-05 in the amount of \$51,644.41, and general fund vouchers 25-03-03 through 25-03-73 in the amount of \$201,428.19: (Motion: Markel; Second: Campagna; Motion: Carried).

Reports:

A. Financial Update

An update was given on the library's finances, which are in good standing for the first two months of 2025.

B. Investment Report

The library continues to invest in new treasury bills as funds become available. The interest rate is likely to decrease in the second half of the year, but for now T-bills continue to pay at slightly above 4%.

C. Director's Report & Employee Changes

An update was given regarding current situations and events at VBDL. Federal cuts remain a focal point as that would affect our E-Rate funding and the State of Michigan's ability to provide the Michigan e-Library (MeL) interlibrary loan and databases.

Unfinished Business:

A. Branch Maintenance Funds

It was moved to table this discussion until the situation regarding

Van Buren District Library

Board Meeting

Tuesday, March 25, 2025

Webster Memorial Library

4:30 P.M.

federal funds received both directly and indirectly by the library becomes clear: (Motion: Vliek; Second: Markel; Motion: Carried.)

B. Annual Evaluation of the Executive Director

It was moved to go into closed session at 5:49pm: (Motion: Hanson; Second: Campagna; Motion: Carried.)

It was moved to resume open session at 6:21pm: (Motion: Cutting; Second: Vliek; Motion: Carried.)

New Business:

A. Staff Compensation & Benefits

1. Long-term Disability and Life Insurance Benefits

Chairperson Rendell asked the Executive Director and Business Manager to make a recommendation to the Board on how to best streamline the benefits offered to library staff.

2. Substitute Hours, Pay Rate, & Mileage Reimbursement

It was moved to rescind the 1.25x pay rate for staff substituting at a branch other than one's home branch, to retain mileage reimbursements for trips between one's home branch and a visiting branch in addition to any miles traveled for work purposes beyond one's regular commute, and to approve the new position of Permanent District Clerk: (Motion: Rendell; Second: Cutting; Motion: Carried.)

3. Three months' severance pay & benefits for outgoing Antwerp branch manager Brenda Decker

It was moved to approve three months' severance pay & benefits for retiring Antwerp branch manager Brenda Decker: (Motion: Cutting, Second: Hanson, Voting "yes"- Cutting, Hanson, Rendell, Campagna, Vliek; Voting "no" – no one; Excused – Markel, Dickerson; Motion: Carried).

B. Permanent District Clerk Position

See motion under New Business A 2.

Public Comment

None.

Next meeting is scheduled for, **Tuesday, April 22, 2025 at 4:30PM at Webster Memorial Library in Decatur.**

It was moved to adjourn at 6:22p.m.: (Motion: Hanson; Second: Cutting; Motion: Carried).

Van Buren District Library

Board Meeting

Tuesday, March 25, 2025

Webster Memorial Library

4:30 P.M.

Respectfully Submitted,

Chairman

Secretary

Recorded by Elissa Zimmer