

VICKSBURG DISTRICT LIBRARY

Minutes-17 August 2023

Roll Call: PRESENT- Schoolcraft TWP: David Aubry, President, Trustee: Dr. Lloyd Appell; Village of Vicksburg; Dr. Ron Smith, Vice president, Trustees: Sue Frisbie and Gail Reisterer; Brady TWP: Trustee: Rachel Wieleba.

ABSENT- Brady TWP: Trustees: Tina Forsyth, Jofrid Stavig

Also present: Eric Hansen, Library Director, Chuck Moerdyke, Accounting Alternatives.

Public Comment: None.

Call to Order: 6:00 pm, in the absence of Secretary Forsyth, Aubry appointed himself as Acting Secretary

Approval of Minutes: MSC (Reisterer/Appell) to approve the minutes as corrected (wall for wass), voice vote-yeas: all present: nays: none

Finance:

Approval of Bills MSC (Appell/Reisterer) to approve payments in the amount of \$10,323.63, possible reduction of two items (136.89), Roll call vote: yeas: Aubry, Appell, Smith, Frisbie, Reisterer, Wieleba: nays: none

Review of Financials: Current reports were reviewed. Moerdyke stated that due to employee changes there were delays in posting some accounts.

Paycheck signing: September 5: Aubry/Reisterer; September 19: Frisbie/Reisterer

Communications:

- a) Southwest Michigan Library Cooperative notified the director the library will receive a reimbursement grant of \$3,000.
- b) Richard L. Gardner, Ph.D. donated \$1,000 to the library endowment. Director Hansen sent a thank you note and ordered a commemorative plaque.
- c) South Michigan Food Bank will be in the library parking lot Friday to distribute fresh fruit and vegetables 2:00-3:30 pm.
- d) Southwest Michigan Library Cooperative notified the director he was placed on the Cooperative's Board of Trustees to replace the Three Rivers' director. The term will run two years.

Old Business:

Grounds/Beautification: Todd Arndt and All Seasons Property Services both supplied a list of duties and estimate for maintaining the grounds. After discussion, the board agreed that the list of duties and estimate provided by Todd Arndt would be preferred.

Building, part one: the director contacted five masonry vendors without success. He plans to follow up and broaden the search to neighboring communities.

New Business:

Building, part two: MSC (Reisterer/Frisbie) to repurpose the \$4,000 set aside for masonry repair to water control (tower gutters.) Hill's Gutters estimated a new functioning gutter system for the tower at \$2,757.

Birthday Vacation Day Practice: MSC (Appell/ Wielba) to establish a Birthday Vacation Day policy. Said policy would allow employees to have a vacation day to celebrate their birthday. The employee would need to take the day within the pay period the birthday occurs. Voice vote: yeas: all present; nays:

Certificate of Deposit: MSC (Appell/Frisbie) to close CD 133438326 and research improved rates. Roll call vote: Roll call vote: yeas: Aubry, Appell, Smith, Frisbie, Reisterer, Wielba: nays: none

Report of the Director: Library statistics were presented for the month and compared to the previous year. The August staff meeting (8 August) covered a) Summer Reading Program update, b) Birthday Day Off practice, c) presentation by Laura on assisting patrons with computer accessibility features. There were no compliments/suggestions/complaints as of 7 August.

Adjournment: 7:12