

VICKSBURG DISTRICT LIBRARY BOARD
Meeting Minutes July 17, 2025

ROLL CALL- Schoolcraft TWP; David Aubry, Board President, Dr. Lloyd Appell; Village of Vicksburg; Trustees Gail Reisterer, Kerri Roiniotis and Sue Frisbie; Brady TWP; Jofris Stavig and Tina Forsyth

ABSENT- Emily Foster

ALSO PRESENT- Eric Hansen, Library Director

PUBLIC COMMENT- None

CALL TO ORDER- 6:00 P.M.

APPROVAL OF MINUTES- MSC/Appell, Reisterer Passed unanimously

FINANCE:

APPROVAL OF BILLS- \$24,596.73 MSC/Appell/Reisterer \$25,000.00 was approved last month to draw from the Kalamazoo Community Foundation account to reimburse for all expenses for the purchase and installation of the computers.

REVIEW OF FINANCIALS- MSC/ Reisterer, Stavig Passed unanimously

PAYCHECK SIGNING;

August 5th- 1)Reisterer
2)Aubry

August 19th- 1)Reisterer
2)Stavig

COMMUNICATIONS- The Kalamazoo Community Foundation notified the Library of an increase in processing fees, maybe in October. The Michigan Municipal League sent a ballot to be approved and signed. Board gave permission for Eric to take care of the ballot without Board approval in the future.

OLD BUSINESS- Automatic Door Service was contacted by the Director to possibly install accessibility hardware after another vendor replaced our doors, He also asked Scott Stephens of ADS would provide us with a list of vendors we could contact for door replacement. As of July 10th, he was unable to do so. The Director is trying out a raised toilet seat for the downstairs toilet from Durable Medical Equipment. So far, so good! and for less than \$100.00 too! Clark Technical Services, who is replacing our computers, is also switching our e-mail system because Microsoft is changing the terms of our prior Outlook agreement. We approved a \$15,000.00 withdrawal from the Kalamazoo Community Foundation account to have James Shetler from Shetler Construction to repair our roof and hopefully replace the access ladder. MSC/ Reisterer, Frisbie Passed unanimously.

NEW BUSINESS- The Director is transferring one of our CDs to Flagstaff for a higher interest rate (4.08%). We realized some profit and will move \$12,500 to start a new CD. MSC/ Reisterer, Frisbie Passed unanimously.

REPORT OF THE DIRECTOR- Monthly statistics and occurrences were gone over. Gail Reisterer turned in \$2,700.00, minus \$169.00 from the Library Director for expenses. Good job, Gail!! The Staff meeting was held and the Summer Reading Program was reviewed. An Assertive Training sheet was gone over by John to help Staff with dealing with difficult situations.

ADJOURNMENT- 7:03 P.M. MSC/ Reisterer, Forsyth

Respectfully submitted,
Tina Forsyth, Secretary