

VICKSBURG DISTRICT LIBRARY BOARD
Meeting Minutes June 18, 2026

ROLL CALL- Schoolcraft TWP; President David Aubry, Sandy Standish, Village of Vicksburg; Treasurer Gail Reisterer, Vice President Sue Frisbie, BRADY TWP; Secretary Emily Foster, Tina Forsyth

ABSENT- Jofrid Stavig, Kerri Roiniotis

ALSO PRESENT- Library Director Eric Hansen, Chuck Moerdyk

PUBLIC COMMENT- None

CALL TO ORDER- 6:02 PM

APPROVAL OF MINUTES- MSC/TF,GR Passed unanimously

FINANCE-

APPROVAL OF BILLS- \$15,455.06 MSC/ SF,GR Passed unanimously

REVIEW OF FINANCIALS- Chuck Moerdyk, VDL's accountant, gave an explanation of changes to the presentation of the spendable account following the final audit by Siegfried and Crandall. In previous audits the Kalamazoo Community Foundation balance would show only the spendable amount, but this year auditors required the KCF totals be recorded differently to show the total value of the endowment and the accrued spendable amount. Chuck attended tonight's meeting to explain that change to the board and answer questions.

MSC/ TF,GR Passed unanimously

PAYCHECK SIGNING

July 7	1) Reisterer
	2) Forsyth
July 21	1) Reisterer
	2) Forsyth

COMMUNICATIONS- The Director gave several building project updates. Frederick Construction quoted \$39,822 to replace both front doors and install a handicap accessible system. The Director is still seeking quotes, but he has been unable to get other contractors to respond to requests. Gil's Handyman Service will be completing miscellaneous projects this summer, such as hand rail painting, challenging light bulb replacements, and fixing concrete. Some of the concrete issues were fixed today, June 18, and after all issues are repaired the Director will have the parking lot re-stripped.

OLD BUSINESS- Siegfried and Crandall have completed their audit and the executive summary was reviewed by the board. A representation letter was reviewed and signed by the Director and President Aubry.

NEW BUSINESS- The board welcomed Sandy Standish as the appointed replacement for Schoolcraft TWP member Don Ulsh.

NEW BUSINESS ADDENDUM- The Director presented form L-4028 for President Aubry and Secretary Foster to sign. This paperwork is required by September 30 in order to accept millage funds.

NEW BUSINESS ADDENDUM- The Director presented a quote of \$13,661.35 from Clark Technical Services for I.T. upgrades. The upgrades include cybersecurity and internet connectivity updates. Clark Technical Services is an e-rate approved vendor and part of this cost can be reimbursed by the e-rate program. The board agreed on the importance of such upgrades and moved to approve the costs.

MSC/TF,GR Passed unanimously

REPORT OF THE DIRECTOR- The Director announced that a long-time staff member left due to moving out of the area and was replaced by a new hire, with interviews continuing in order to fill scheduling gaps. The Director met with the planning committee for the Pulp & Press Lit Fest and hosted an Open House for the Kalamazoo Literary Council. A staff meeting was not held in May due to a lack of items to discuss.

MEMBER'S TIME- Vice President Frisbee shared a positive Facebook post that was posted by a patron to a local Vicksburg Facebook group. The post shared a positive interaction the patron's family had with the Youth Service's Librarian and brought to attention how hard Alyssa is working to make connections with the community within her new role.

Forsyth shared a list of six tasks board members should fulfill. Reminders of the responsibilities of the board, such as, fiduciary, governance, planning, outreach, fund raising, and staffing are important to keep in mind. A copy of the list was given to all members and the Director.

ADJOURNMENT- 7:05 pm MSC/GR, SF

Respectfully submitted,
Emily Foster, Secretary