

VICKSBURG DISTRICT LIBRARY BOARD  
Meeting Minutes July 16, 2026

ROLL CALL- Schoolcraft TWP; President David Aubry, Sandy Standish, Village of Vicksburg; Treasurer Gail Reisterer, Kerri Roiniotis, Brady TWP; Secretary Emily Foster, Tina Forsyth

ABSENT- Vice President Sue Frisbie, Jofrid Stavig

ALSO PRESENT- Eric Hansen, Library Director

PUBLIC COMMENT- None

CALL TO ORDER- 6:00 PM

APPROVAL OF MINUTES- MSC/TF,GR Passed unanimously

FINANCE

APPROVAL OF BILLS- \$14,275.32 MSC/ TF,GR Passed unanimously

Board Member Standish asked if the recent issue with Schoolcraft Township's mishandling of property taxes will impact the library positively or negatively. It is the understanding of Board Member Reisterer and The Director that the mishandling of taxes by Schoolcraft Township will not cost VDL money and eventually missed funds will be appropriated to VDL for the backtaxes and moving forward.

REVIEW OF FINANCIALS- MSC/ TF,GR Passed unanimously

PAYCHECK SIGNING

|           |              |
|-----------|--------------|
| August 4  | 1) Forsyth   |
|           | 2) Reisterer |
| August 18 | 1) Forsyth   |
|           | 2) Reisterer |

COMMUNICATIONS- The Director reported that Michigan's Department of Treasury has approved the library's waiver for the retirement system funding.

OLD BUSINESS- Construction updates:

Several patches of concrete around the library have been patched and the stairwell lightbulb has been replaced by Gil's Handyman Service. The Village also recently repaved the driveway approach that had been creating a large pothole for patrons to drive over when entering.

A detailed quote for exterior door restoration/replacement and accessibility upgrades from Frederick Construction was presented. The total quote for this project is \$43,272.60. Updating the exterior doors has been a topic of discussion for years and all members agree it is a project worth completing.

A quote from Clark Technical Services was also included in the meeting packet for IT upgrades to the library's internet network. Part of this cost could be shared through eRate funding and Clark Technical Services continues to price shop for materials to lower the total cost of the project. The current quote for the IT work is \$13,630.00.

The Director has drafted a grant asking the Vicksburg Community Foundation for \$44,500.00 out of the total \$56,902.60 needed for the exterior door project and IT upgrades. It has been five years since the library has applied for and received any grant funding from VCF. This grant will be sent to VCF by the end of July. President Aubry and Secretary Foster signed the grant narrative letter that will be sent with the request.

The Director requested approval to accept quotes for these projects and schedule their completion. If the total grant of \$44,500.00 is approved, the remaining \$12,402.60 would be paid out of the Kalamazoo Community Foundation fund or the general fund. Specifically, Eric proposed that if the grant was approved, he would move forward with both projects, but if the grant was not approved, in part or in whole, the IT upgrades moves forward as planned, but the exterior door project would come back to the board for further discussion on how to fund its completion. MSC/TF,GR Passed unanimously

NEW BUSINESS- None to report.

REPORT OF THE DIRECTOR- The library's Summer Reading Program kicked off in June and the Youth Services Librarian has been very busy with events related to that program. Many events for SRP and adults have been well attended. A hybrid staff meeting was held on July 14. Staff received training from the Kalamazoo Literacy Council that will help them to assist patrons looking to connect with KLC tutoring services. Several positive patron comments were discussed, as well as one request to eliminate overdue book fines.

ADJOURNMENT- 6:59 pm MSC/TF,GR Passed unanimously

Respectfully submitted,  
Emily Foster, Secretary