

Vicksburg District Library Board

Minutes
19 January 2023

Roll call- Present: David Aubry -Schoolcraft Township/ (President), Ron Smith -Village of Vicksburg (Vice President), Margaret Kerchief-Brady Township/(Secretary), Louise Russell-Brady Township/ (Treasurer), Lloyd Appell - Schoolcraft-Township/(Trustee), Gail Reisterer-Village of Vicksburg /(Trustee), Sue Frisbie - Village of Vicksburg/(Trustee), and Christina Forsyth-Brady Township/ (Trustee). **Absent:** None

Also present: Eric Hansen (Library Director)

Guest: Chuck Moerdyck

Public comment: none.

Called to order 6:00 p.m. by President Aubry.

Approval of Minutes: MSC to approve the December minutes Appell/Reisterer: **Vote:** yeas, all members present.

Finance: MSC to approve bills in the amount of \$9,407.19 Appell/Forsyth **Vote:** yeas, all member present.

Review of Financials: Several questions/clarifications were answered by Mr. Moerdyck and Director. The Library seems to be in very good financial shape. List of CDs curenly owned by Library was included in packet. When maturity dates are reached, the Board will decide where to reinvest matured CD. Mr. Moerdyck did not think that any of the CDs will need to be used to pay salary increases. MSC to accept review of financials as presented Reisterer/Forsyth. **Vote:** yeas, all member present.

Paycheck signing: February 7th: Aubry/Reisterer and February 21st: Aubry/Reisterer

Communications: Michigan Municipal League sent reminder to update the Library's asset list and renew our insurance policy which be at the beginning of April. Included in the packet was the information about Trustee Training to include date and times. The Director can assist in signing up for the webinars.

Old Business: Director has done due diligence to find out if the Library is required to solicit a minimum number of bids for a project. He has quotes from Frederick Construction. Other companies he has contacted do not do the kind of work we need or have not replied at all. Director is continuing to resolve construction quote issue for the Board.

New Business:

Chuck Moerdyck explained that we do not need to revise the budget for the outgoing fiscal year, 2022-2023.

At our February meeting, the Board will need to discuss and adopt the proposed budget for 2023-2024. In the meeting packet, the Director included the proposed budget for 2023-2024 for Board

members to read and study before the February meeting. The Director noted that there were several increases in the proposed budget due to minimum wage increases and the implementation of the Earned Sick Time Act.

The Board agreed to have Director buy four new leather chairs for the fireplace area. He had packets concerning information about the new chairs. There was a discussion as to what to do with four old chairs. Director will try to sell chairs and report back to Board.

Report of the Director:

1. While Total Engagement statistics for the Library were lower than a year ago, Director reported that some data had been lost due to WiFi failure. Also, a new Youth Services Librarian (Susan Kallewaard) was not hired until late December.
2. The library continues to provide space for Bridge Club meetings, Tai Chi group practices, Ladies Library Auxiliary and local quilters' group meetings.
3. The Director hosted the monthly Writers Roundtable group and started the Adult Winter Reading Program "Winter Awe".
4. The Circulation and Reference Librarian hosted the monthly Book Club.
5. Our two librarians hosted an-all ages Board Game event. The Library personnel continue to seek programs of interest to patrons.

Staff Report

1. Angie Schrauben of the Municipal Employee Retirement System discussed the Library's 457 retirement planning option via Zoom.
2. Director discussed cash drawer count with employees.
3. There was a compliment slip concerning Michael Coppens who retires next week.
4. Sue is selling Christmas cards at a reduced price of \$.50 each.

Adjournment: 6:58 pm.

Respectfully submitted,
Margaret Kerchief, Secretary