

## Vicksburg District Library Board

Minutes  
20 April 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), Gail Reisterer-Village of Vicksburg /(Trustee), Sue Frisbie - Village of Vicksburg/(Trustee), and Christina Forsyth-Brady Township/ (Trustee). **Absent:** Lloyd Appell - Schoolcraft-Township/(Trustee)

**Also present:** Eric Hansen (Library Director)

**Guest:** Mark Prairie

**Public comment:** Mark Prairie is to replace Louise Russell on the board. He said hello, and thanked Louise for her service on the board. He was present to observe the board conducting business.

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

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

**Approval of Bills:** MSC to approve bills in the amount of \$18,392.34 Kerchief/Forsyth **Vote:** yeas, all members present. To be noted, the Director is contacting Bloom Stuggett PC, the Library's attorney, concerning background checks for volunteers. While free background checks are available, there are questions that could be asked which are troublesome, such as race.

**Review of Financials:** This item was tabled as the financials from Accounting Alternatives was not available.

**Paycheck signing: May 2th:** Aubry/Smith, **May 16<sup>th</sup>:** Aubry/Reisterer and **May 30th:** Aubry/Reisterer

**Communications:** Louise Russell is resigning effective the end of April. Brady Township has appointed Mark Prairie to begin during May 2023. In the board meeting packet is a copy of an e-mail concerning opportunity for Trustees to enroll in trustee roundtables. Director is available to answer questions or assist in enrolling.

**Old Business:** Sackett Fireplace & Brick intend to repair brick work on roof on April 27 or 28. The remaining \$850 will be paid at that time. Another leak in the Janitor's Closet became apparent on 03/06 and Lyster Exterior repaired the area. Invoice for the repair for the leak in the Janitor's Closet was \$529. Director wanted to mention that the ceiling seams may need special repairs and he will look into it.

**New Business:** MSC to accept Louise Russell's resignation with regrets Reisterer/Forsyth. **Vote:** yeas, all members present. A plaque was presented to recognize Louise's contributions and long presence on the board. Director is returning his attention to the issue of other building construction needst, to include the front ramp, the front brick wall, new front door with handicapped accessibility and brick work

around building. He is contacting Frederick Construction to verify the quote given to us is still accurate (approximately \$59,000 initially). The Director is considering requesting 2/3 of the cost from the Vicksburg Foundation and 1/3 from our Kalamazoo Community Foundation spendable account. Gail mentioned that she has contacted the quilting guild concerning a new quilt to go over the fireplace in the library.

**Report of the Director:**

1. The Circulation and Reference Librarian is hosting the monthly Book Club, a Reader's Theater Play Reading group, and a Poetry reading.
2. The Youth Services Librarian hosted 17 programs to engage patrons. The CRL and YSL hosted a Board Game Afternoon.
3. The Director concluded the Adult Winter Reading Program with great participation by 40 individuals.
4. The Library provided space for 16 group meetings.
5. The total number of engagements for 2023 was slightly higher than the same period in 2022. There was discussion for Gail Reisterer to contact the CRL about social media advertizing for the book sale in June. Also, the last Renzema son, Michael, will not be for available for yard mowing/snow removal. The flower beds need attention as well. While nothing was decided, there was discussion concerning involving scout groups or NHS group for the high school. Also, would be nice to have some help carrying books out for customers at the book sale. The question was raised as to whether there were funds to pay for a person to weed flower beds.

**Staff Meeting:**

1. Director wanted to be sure that money transactions for Out of District fees were accurately notated so that patron would be marked paid for the year specified.
2. Director reviewed Tornado Policy and Procedures for a tornado warning or watch.
3. A suggestion was given on a form for patron comments to bring back the Library Hop. This was a great program but very intensively guided by the Vicksburg District Library. Director was not sure when the Library Hop might come back. Another patron wanted to consider additional time for check out on the DVDs. It is currently 5 days with another 5 day renewal if there isn't a hold on the DVD.
4. Clerks will hand out Volunteer Applications but refer any questions to the Director.

**Adjournment:** 6:45 pm.

**Next Board Meeting will be May 18, 2023.**

Respectfully submitted,  
Margaret Kerchief, Secretary