

Library Board Meeting Minutes

Oct. 10, 2016

7:05 PM

1. Attendance: Kendra Mork, Alexis Vincent, Vickie Luthi, Becky Phillips, Dan Funke, Lisa Fouts, Jan McCrary

Guest introduction: New employee, Tamarah Corwin

2. Approval of Agenda: Motion made, to accept agenda as presented, by Jan and seconded by Becky, approved 6/0.

3. Minutes: Minutes from the 8-8-2016 meeting was reviewed and Lisa made a motion to accept, seconded by Alexis. Approved 6/0.

Minutes from the 9-12-2016 meeting were reviewed and Alexis made a motion to accept, seconded by Becky. Approved 6/0.

4. Correspondence and Communication: None

5. Librarian's Report:

a. Circulation Report: Numbers were down due to the summer ` reading program being completed.

b. Ordered new computers at a cost of \$3,312.25. Waiting for them to come in. No monitors were ordered.

c. 1,100 books were removed from the adult section. 1,000 from junior books. Recycled most books.

d. Building maintenance: High School students got all the limbs cleaned up from the storm.

6. Financial Report: Reviewed report, motion made by Alexis, and seconded by Jan to accept Financial Report. Approved 6/0.

7. Old business: Nothing to report.

8. New Business:

- a. 2017 Proposed Budget will be reviewed by the Board and discussed at next meeting.
- b. Policy Manual: 5.01A Sunday hours will be changed to 2 -5 pm. Will be reviewed by the Board and discussed at next meeting.

9. Executive Session:

8:05 pm Dan requested an executive session. Lisa moved to recess into executive session pursuant to non-elected personnel matters to include the Library Director and the Library Board for 5 minutes. Becky seconded. Approved 6/0. The Library Board reconvened at 8:10. No binding action was taken.

Motion was made to approve pay raises according to the pay scale by Alexis and seconded by Becky. The vote was 5 approved and 1 abstained.

10. As may be presented: A committee was appointed to perform the yearly review of the Library Director. Alexis, Sandy, and Vickie will make up the committee. It will meet on 10-21-16 @ 10 am at the library.

The library will be closed Dec. 23 and 30, 2016 for the holidays. Motion to accept this schedule was made by Becky and seconded by Jan. Approved 6/0.

11. Adjournment: Alexis made a motion to adjourn, seconded by Becky. Approved 6/0.