

West Branch District Library

Board of Trustees Meeting, Monday April 1, 2019 5:00 P.M.

Members present: R. Beck, E. Lurvey, J. Headings, R. Taylor, S. Smith, S. Jennings, T. Barnhart, R. Dinse, K. Shirey and manager L. Levasseur. Absent: K. Michael

Call to order by president R. Beck at 5:08 p.m.

Additions to agenda: None

Public comment: The board enjoyed a short visit by Sheldon Justice, former board member

Treasurers Report: On file. S. Smith reviewed budget revenues and expenditures as of February 28. Even though some line items are over, the money is there to cover and we will amend the budget as required in the near future. Discussion held on the amendments and when to do them. Board decided to address them at the May meeting. Motion by E. Lurvey to accept the treasurers report, subject to audit and S. Jennings supported. All in favor, motion carried. S. Smith also placed a motion to remove Rose Frost from the Standard Life Insurance policy, S. Jennings supported. All in favor, motion carried. Discussion also held regarding the possibility of moving to a Quick Book type of software for ease of keeping track of finances, E. Lurvey motioned to accept this move, R. Taylor supported. All in favor, motion carried.

Managers' report: L. Levasseur reported on all the recent programs, all well attended. The elevator has had is scheduled service. The metal "sunburst" at the top of the window broke and came off. Repairs are being looked into. National Library Week is April 7-13.

Old Business: Personnel committee met and reviewed the sick leave policy and felt it was best to leave is at is for now and to hold on any changes. Budget amendments were discussed, this will be reviewed at the next meeting, if possible. Committee updates were done: Policy committee will be S. Smith, R. Taylor, S. Jennings and R. Dinse. Personnel committee will consist of K. Shirey, T. Barnhart, K. Michael with alternate E. Lurvey if needed. Technology committee will be J. Headings and R. Beck

New Business: New part time staff hired is Kim B. Discussion held on the current email app.; J. Headings will look into this. Applicant interviews were discussed with the board as a whole. Several members were not present and those who were there discussed their chose. Motion made by E, Lurvey to approve offering the director position with the agreed upon wage and benefits to Julie Cirone, R. Taylor supported, all in favor, motion passed. T. Barnhart suggested we look into the trustee training program offered by Bryon Sitler. Board agreed. She will look into when he can do this. The board discussed continuation of temporary manger until Director is on board. Adequate compensation was discussed. We first need to see when the director can start and address again, as it will be very near our next fiscal year.

Next meeting May 6, 2019 at 5:00 pm Mtg adjourned 7:00 pm

Kathy Shirey, secretary