

BOARD OF TRUSTEES MEETING
Monday June 1, 2015

Present: Lou W., Emily B., Andrew S., Sheldon B., Karen M., Roberta B., Lesli K., Bill J., Kathy S., Connie K.
Absent: Terry B., Sue S.

Meeting called to order by Lou at 6:30 p.m.

Additions to agenda: Painting project quotes. Motion to accept the additions to the agenda made by Karen and Seconded by Sheldon. All agreed. Motion passed.

Minutes of last Meeting: On file. Karen asked that the minutes reflect the question she had on the Treasurers report From last month- that Emily stated the changes will be noted and made at the next (June 1, 2015) meeting. Karen so Moved to accept the minutes reflecting this change, Roberta seconded. All in favor. Motion passed

Public Comment: None

Treasurers Report: On File. Was reviewed and comments on several line items above budget, such as the postage. Emily explained they are currently selling books on Amazon and there was an increase in delivery charges. This Will be addressed with the budget amendments at this meeting. Lou motioned to accept the treasurers report and Roberta seconds. And all in favor. Motion carried.

Librarians Report: On file. Emily elaborated on the Michigan Notable Author, Thomas R Dilley and his presentation. It went over better than anticipated. He was very engaging and about 20 joined he and his wife at the West Branch Country Club where he continued his discussion. He also very much enjoyed this first visit to West Branch and hopes to return.

Old Business: Tech committee changed their proposed needs for 2015-2016 FY. Most of the high priced items have been obtained. This brings a suggestion to decrease the tech budget. However, after further discussion it was Noted by Andrew that the Merit renewal was not included. This amounts to about \$4096.00 Thus it was felt the original Amount requested should be left in the proposed budget. This was adjusted back. Roberta motioned to approve the change back to the tech budget, Karen seconded and all approved. Motion passed

The personnel committee met on March 14 to discuss policy and directors recommendations and goals. These were reviewed and after discussion the recommendations were made. Evaluation sheets will be reworked so they more reflect the change in duties. Currently it was decided that the personnel committee and the president of Friends of the Library will do the evaluations, with note that any board member may request to do same.

The recommendations of the library director were reviewed in regards to any wage changes for employees. It was the decision of the personnel committee to bring the part time workers up \$0.35 an hour; this will also address any change that the increase in minimum wage will bring in January. It was felt that the rest of the staff, including Emily will get an across the board 2% increase, basically a cost of living increase. Discussion was held by board members. It was voiced by Horton Township board member, Karen Michael, that members of her township complained that the director does not deserve this COLA as she was on part time maternity leave. It was countered that Emily has a master's degree and is very diligent in her duties. WBDL has and still is in the lower percentile of wages for director when compared to other districts of similar size and the library runs very efficiently with a minimal crew compared to other libraries. In order to continue to function well we need to be sure our employees know they are appreciated. It was also noted that we cannot compare part time board members not getting paid to full time employees. After some additional discussion Kathy motioned to accept the personnel committee recommendations as stated, Sheldon seconded. Members voted Aye, with Negative vote coming from Karen M. Motion passed.

New Business: The budget amendments were discussed individually, with revenue and expenditures reviewed. These amendments were voted on individually with roll call vote marked on each and are on file with minutes. The FOIA policy and recommendations were reviewed by the policy committee. The information will be supplied for \$350.00. Discussion held and it was decided we can get it for free. Motion made by Karen and seconded by Sheldon to obtain a FOIA policy that will be in compliance with regulations. All in favor, motion passed.

After budget amendments were passed ,motion was made by Karen and seconded by Sheldon to accept the 2015-2016 FY budget. All in favor, motion passed.

Trustee officer elections: Karen motioned to keep offices the same, Sheldon supported. All agreed, motion passed.

September meeting as addressed as it lands on Labor Day. We will move the meeting to August 31, 2015 with posted notice. Karen motioned to approve, Sheldon supported. All in favor, motion passed.

Discussion was held on whether we should close July 3 and July 4. Motion made by Roberta to close July 3 and 4th. Seconded by Kathy. 3 Ayes, 3 negative votes coming from Lou, Karen and Sheldon. Motion failed. Library will be closed on July 4th only.

Meeting for long term plan was discussed, maybe a workshop. Looking towards Sept 17 or 24th. Board to give consideration.

As mentioned, addition to the agenda: Painting update. Andrew got two quotes for refreshing the interior and front door. Rob Lynch bid was \$3755.00 Riverside (Mike Schorn) quote came in at \$2550.00. The board reviewed the two bids. Roberta made a motion to accept the Riverside bid, Sheldon supported. Motion carried. Andrew will get some confirmed dates.

Karen motioned to adjourn, Roberta seconded. Lou adjourned meeting at 7:45 p.m.

Next meeting August 3, 2015 6:30 p.m.

Respectfully submitted

Kathy Shirey, secretary