



Red Jacket Community Library

MINUTES

18 NOVEMBER 2013

BOARD OF TRUSTEES REGULAR MEETING

7:00 PM

TRUSTEE ROLL CALL (PRESENT; ABSENT)

- | | |
|--|---|
| <input type="checkbox"/> JANINE BOOR | <input type="checkbox"/> ANGELA PAYNE |
| <input checked="" type="checkbox"/> BEV CHRYSLER | <input type="checkbox"/> SALLY SCHAERTL |
| <input checked="" type="checkbox"/> NICOLE COYNE, VICE-PRESIDENT | <input checked="" type="checkbox"/> CHELLIE VANAKEN |
| <input checked="" type="checkbox"/> ANN GULICK | |
| <input checked="" type="checkbox"/> ROXIE MERITHEW | |
| <input checked="" type="checkbox"/> RUBY MORRISON, PRESIDENT | |
| <input checked="" type="checkbox"/> KIM MOYER | |
| <input checked="" type="checkbox"/> RANDALL OTT, SECRETARY | |

OTHERS PRESENT:

- | |
|--|
| <input checked="" type="checkbox"/> STACEY WICKSALL, DIRECTOR |
| <input checked="" type="checkbox"/> RITA LONNEVILLE, TREASURER |

THE MEETING WAS CALLED TO ORDER BY PRESIDENT R. MORRISON AT 7:04 P.M.

MEETING MINUTES

R. OTT PRESENTED DRAFT MINUTES FROM THE OCTOBER MEETING.

RESOLVED, THAT MINUTES OF THE 21 OCTOBER 2013 REGULAR MEETING ARE APPROVED AS READ; MOTION BY N. COYNE, SECOND BY A. GULICK, AND UNANIMOUSLY CARRIED.

FINANCIAL REPORTS

R. LONNEVILLE PRESENTED FINANCIAL REPORTS FOR OCTOBER. THE INVOICE FROM THE STATE RETIREMENT SYSTEM IS ABOUT \$13,800; IT WILL BE PAID BY DECEMBER 1ST TO RECEIVE A \$125 DISCOUNT. SOME BILLS (\$626.37) FOR OCTOBER HAVE ALREADY BEEN PAID DUE THE LATE DATE OF THIS BOARD MEETING.

RESOLVED, THAT THE FINANCIAL STATEMENT DATED 31 OCTOBER 2013 IS RECEIVED AND SUBJECT TO AUDIT; MOTION BY A. GULICK, SECOND BY B. CHRYSLER, AND UNANIMOUSLY CARRIED.

RESOLVED, TO APPROVE EXPENDITURES AND AUTHORIZE PAYMENT OF INVOICES IN THE AMOUNT OF \$16,852.50; MOTION BY N. COYNE, SECOND BY C. VANAKEN, AND UNANIMOUSLY CARRIED.

DIRECTOR'S REPORT

S. WICKSALL PRESENTED THE DIRECTOR'S REPORT DATED 18 NOVEMBER 2013 AND HIGHLIGHTED THE FOLLOWING ITEMS:

- OCTOBER SHOWED A RECORD NUMBER OF USERS
- RECOMMENDATION TO CONVERT HEALTH SAVINGS ACCOUNT INTO SALARY.
- RECOMMENDATION TO SCHEDULE 2014 DAYS THE LIBRARY WILL BE CLOSED DUE TO HOLIDAYS.

PLACED ON THE TABLE, AN ORIGINAL MOTION BY N. COYNE, SECONDED BY C. VANAKEN, TO ELIMINATE THE BENEFIT BANK FOR EMPLOYEES, ESTABLISH A NEW INCREASED SALARY FOR EACH EMPLOYEE EQUIVALENT TO THE REDUCTION IN BENEFIT FOR EACH EMPLOYEE EFFECTIVE, JANUARY 1, 2014. UPON DISCUSSION, IT WAS RECOGNIZED THAT APPROPRIATE STAFF NOTIFICATION WILL NEED TO OCCUR AND SOME POLICIES MAY NEED TO BE AMENDED CONSISTENT WITH THE LAW. THE MOTION TO LAY THE ORIGINAL MOTION ON THE TABLE WAS MADE BY R. MORRISON AND UNANIMOUSLY CARRIED.

RESOLVED, TO CLOSE THE LIBRARY ON TWO OF THE FOLLOWING THREE HOLIDAYS (COLUMBUS DAY, VETERAN'S DAY, GOOD FRIDAY); ON MOTION BY B. CHRYSLER, SECOND BY C. VANAKEN, AND UNANIMOUSLY CARRIED.

COMMITTEE REPORTS

POLICY: N. COYNE REVIEWED POLICIES 300-2 AND 400-12 WITH NO RECOMMENDED CHANGES. RECOMMENDED CHANGES TO POLICY 400-7 OPERATIONS: CIRCULATION AND USE OF LIBRARY MATERIALS INCLUDE E-READER CONTRACTS AND FINES AND LOST MATERIALS VALUED OVER \$100.

RESOLVED, THAT POLICY 400-7 BE AMENDED AS PRESENTED; MOTION BY R. MERITHEW, SECOND BY C. VANAKEN, AND UNANIMOUSLY CARRIED.

NEW BUSINESS

BUDGET COMMITTEE: N. COYNE, R. MORRISON, R. LONNEVILLE, AND R. OTT VOLUNTEERED TO BEGIN THE 2014-15 BUDGET PROCESS. THE FIRST MEETING WILL BE HELD NEAR THE END OF DECEMBER.

IT WAS RECOMMENDED TO BRING A FOOD OR WARM CLOTHING DONATION TO THE DECEMBER 9TH BOARD OF TRUSTEES MEETING.

ADJOURNMENT

RESOLVED, THAT THE MEETING ADJOURN AT 8:05; MOTION BY A. GULICK, SECOND BY B. CHRYSLER, AND UNANIMOUSLY CARRIED.

RESPECTFULLY SUBMITTED,

12/12/2013

X



R. Ott
Secretary
Signed by: Ott