

Winifred Knox Memorial Library

Regular Meeting of the Library Board of Trustees

Tuesday, August 8, 2017

Trustees present: Jeff Munson - Director, Bev Power- President, Geri Twardowski - Vice President, Ruth Newcomer- Treasurer, Susie Murphy- Secretary, Patti Forrester, Dean McMillion- absent, Marilyn Spangler, Amy Runkle - Book Keeper.

Call to order 6:30 p.m.

Public comments- None

Secretary's report presented, a motion by Ruth Newcomer and 2nd by Geri Twardowski, the motion passed Secretary's Report accepted as presented.

Treasurer's report presented, a motion by Marilyn Spangler and 2nd by Susie Murphy, the motion passed Treasurer's Report accepted as presented.

Director's report presented, a motion by Patti Forrester and 2nd by Bev Power, the motion passed, Director's report accepted as presented.

Old business- Summer Reading program was a success and the staff did a great job. The performers were great assets to the program. The average attendance was 30 children per day. School supplies for fines in July were a success, with a box of supplies collected and will be divided between the elementary and middle schools.

New business-

Art Show wrap up - The Art show went very well and attendance of 186 people with 24 exhibits shown. With fourteen ribbons and monetary prizes awarded. Patti worked very diligently and did a stand up job. Her hard work is very much appreciated.

Jeff is looking into and still working on a memorial plaque for the South Garden through Jeff Rugh.

Cemetery Association – This item will be tabled until Bev obtains more information.

Committees: Building –Dean McMillion, Bev Power

Finance – Marilyn Spangler, Ruth Newcomer, Bev Power

Policy and Procedure- Patti Forrester, Susie Murphy, Geri Twardowski

The Director suggests 2% for the staff pay raises. Susie Murphy made a motion to accept with Bev Power 2nd. Motion approved with a roll call vote.

7:30 p.m. Ruth Newcomer made a motion to go into executive session to discuss personnel. Marilyn Spangler 2nd the motion.

7:33 Marilyn Spangler made a motion to exit executive session, Patti Forrester 2nd.

Marilyn Spangler made a Motion to increase the Director's salary by 2%, Ruth Newcomer 2nd. Motion approved.

Pattie and Jeff have spent time reviewing the Policy Manual and will present the proposed changes to the Policy Committee of Susie Murphy, Geri Twardowski, and Pattie Forrester on September 6, 2017, at 2:00 p.m.-5:00 p.m.

Do we need respect and quiet signs in the library? Currently the director and staff use their discretion to control any issue that arises, which is working very well. No signs are needed at this time.

During Jeff's absence duties to be delegated – this will be put on the agenda and discussed at the next meeting.

Adjournment- 7:45 p.m.

Next meeting is Tuesday, September 12th, 2017 at 6:30 p.m.

