

# Franklin Grove Public Library

## Regular meeting of the Library Board of Trustees

Tuesday, January 8<sup>th</sup>, 2019 at 6:30 p.m.

Call to order- at 6:30 p.m.

Attendance- Trustees: Bev Power, Geri Twardowski, Patti Forrester, Ruth Newcomer, Susie Murphy, Marilyn Spangler, Jeff Munson - Director, Amy Runkle - Bookkeeper. Trustee Dean McMillion – absent.

Public comments - none

Treasurer's report- Marilyn Spangler motioned to accept as presented, Susie Murphy 2<sup>nd</sup>. Motion accepted as presented with a roll call vote (Yes - 6 Nay - 0)

Secretary's report- Ruth Newcomer motioned to accept as presented, Geri Twardowski 2<sup>nd</sup>. Motion accepted as presented with a roll call vote (Yes - 6 Nay - 0)

Director's report- Susie Murphy motioned to accept as presented, Marilyn 2<sup>nd</sup>. Motion accepted as presented with a roll call vote (Yes 6 Nay-0)

Old business

a. Action: Vote on proposed Policy Manual

Manual accepted with the provision of moving the mission statement to the front of the manual. The policy committee presented a motion, with Ruth Newcomer making a motion to accept the policy committee's recommendation Marilyn 2<sup>nd</sup>. Motion passing with a roll call vote of (Yes-6 No-0)

b. Other- a Long-Range Plan Committee to be appointed by President Bev Power after the election.

New business

c. Review Chapters 6-10 for the Per-Capita Grant, Jeff suggest we focus on Chapter 8 of Human Resources.

d. Action: Vote on raises for staff & director

Enter Executive session 7:02 p.m. Leave Executive session 7:52 p.m.

A Motion was presented by Marilyn Spangler, 2<sup>nd</sup> by Susie Murphy; Effective January 1, 2019, to increase the Directors pay with a 2% increase with annual review. Increase the amount of the Director's yearly stipend by \$300.00 for

a total stipend of \$1800.00 per year. Mileage will be reimbursed at the rate determined by the State of Illinois per the Policy Manual.

Motion passed with a roll call vote (6 - Yes 0 – No)

A Motion was presented by Marilyn Spangler 2<sup>nd</sup> by Geri Twardowski; Effective January 1, 2019, to increase the Library Clerks and Janitress wages by 4% this year, starting January 1, 2019, thru December 31, 2020, with an additional 4% raise January 1, 2021, through December 31, 2022. Wage discussion to be resumed January 1, 2023.

Motion passed with a roll call vote (6 - Yes 0 –No)

e. Discussion & Action: Should RAILS delivery driver have access to our alarm security code?

A Motion presented by Susie Murphy per suggestion of Director to not give out the code but to remain with the current schedule that the Director uses at this time and at his discretion Motion 2<sup>nd</sup> by Ruth Newcomer. Motion passed with a roll call vote (6-Yes 0 - No ).

f. Action: Vote on proposed savings account for our recent cash acquisition Ruth to check with the bank and look into what type of account would be best for this money.

g. Other

Election Ballot: There was a clerical misunderstanding with Library Trustees running for a position. 3 intent for write-ins to be put on the library website and also on the library face book page. Bev will contact the Lee County Clerk's office and the election judges to ask what we can legally do in notifying the public of the write ins.

8. Miscellaneous items

Review next month information that Alicia has discovered in regards to her presentation at the November 2018 meeting.

9. Adjournment 8:21

Next meeting is Tuesday, February 12<sup>th</sup>, 2019.

February 12' 2019 meeting cancelled due to severe weather conditions. The next meeting to be held Tuesday March 12, 2019.