

Franklin Grove Public Library

Regular meeting of the Library Board of Trustees

Tuesday, January 30, 2024 at 6:10 p.m.

Call to order at 6:04 p.m.

Attendance- Trustees: Patti Forrester, Ruth Newcomer, Susie Murphy, Leigh Delhotal, Julie Grendahl, Director – Amy Runkle

Absent: Marilyn Spangler, Barb Simpson

Public comments – None

A. Approval of Minutes –Motion presented by Ruth Newcomer 2nd by Leigh Delhotal to accept as presented. Motion approved.

B. Treasurer's Report – File for audit. A Motion presented by Julie Grendahl, Leigh Delhotal 2nd. Motion approved with a Roll Call vote Yes = 5, No=0

C. Ratify Bills and payments for December. A Motion presented by Julie Grendahl, 2nd by Ruth Newcomer. Motion approved by a Roll Call vote Yes=5 No=0

Directors Report: Christmas walk was well attended by the community, with nachos served and Mrs. Claus in attendance. The month of December activities; Master Gardener's program making homemade ice cream, pet photos with the Grinch, as well as, family photos were available to be taken and enjoyed by multiple families, lunch and a movie with lasagna being served and family movie night showing of Paw Patrol.

YA book club will be on pause, with the Juvenile book club, ages 8-12, to begin.

Michelle will serve as alternate to attend delegate meetings if the Director is unable to attend. Per Capita grant was applied for on Dec 19, 2023.

Unfinished business

A. Paid Leave for all workers act – Personal committee met and changes were presented to personnel policy. Sick Leave will now be stated as paid leave. Staff start earning paid leave at start of employment and can be taken after 90 days of employment. All staff eligible to earn 1 hour of paid leave for every 40 hours worked. Director will keep track of on excel spreadsheet. In event of separation no compensation will be made for accrued pay leave. This amendment will be presented at February board meeting.

B. History Room document scanning update: Document scanner is not available for the documents we have, as they are old and brittle.

C. Employee Wages – Erin is in the process of completing the Serials Cataloging course and when finished will be approved for the increase to her wage of \$.50/hour.

Motion presented by Leigh Delhotal, 2nd by Julie Grandahl. Motion approved by a Roll Call vote Yes=5 No=0.

New Business

A. Computer Policies –Policy amendment to be presented at February meeting, for display of sexually explicit graphics or otherwise offensive material.

B. Kirchofer Memorial – Memorial money to be used toward history room.

C. Copier use: copies to be presented to front desk so correct payment can be accepted.

Miscellaneous items:

RAILS- Franklin Grove Library was 3rd in most deliveries per capita in 2023.

Executive Session

Executive Session pursuant to 5Lc120-2

Meeting adjourned 6:58 pm

Next meeting: Tuesday, February 13, 2024 @ 6:00 P.M.

Finance Committee – Ruth Newcomer, Julie Grendahl

Personnel Committee – Barb Simpson, Leigh Delhotal (Staff Policy Manual)

Policy Committee – Barb Simpson, Leigh Delhotal, Julie Grendahl

Building & Maintenance – Marilyn Spangler, Susie Murphy, Ruth Newcomer

Ad Hoc Committee- Susie Murphy, Marilyn Spangler (Long range library plan).