

# MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

## 8 APRIL 2019 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 8 April 2019 2019 at 6:30 p.m. in the library. President, Vickie Gardner presided. Trustees present included:

Vickie Gardner	P	Sharon Glessner	P	James Hopkins	A
Phillip Kelley	A	Andrew Mayer	P	Jared Nobbe	P
Kenneth Perkins	P	Judith Tomlinson	A	Rita Trantham	A

Others Present: Elaine Steingrubey, Library Director.

Sharon Glessner moved to approve the agenda. Jared Nobbe seconded the motion. Motion carried.

There was no public comment.

Andy Mayer moved to approve the consent agenda. Sharon Glessner seconded the motion. Motion carried.

The Friends next meeting is scheduled for Wednesday 10 April 2019 at 6:30 p.m. in the Library.

The Construction Grant Review Committee met on Thursday, 14 March. The grant received a perfect score of 10 points and the entire committee voted to fund it. We have not yet been notified as to whether or not the grant has been funded.

The Library has been put on a waiting list to sell the Pumpkinfest 50/50 tickets. Apparently, another organization was slated for this year.

The following continuing education opportunities are available to both library staff and trustees:

On Saturday, 11 May the Board President and the Library Director of the Chatham Area Public Library will present Forging Strong Relationships between Library Trustees and Directors at the Edwardsville Public Library.

The Reaching Forward South Conference for library staff will be held on Friday, 17 May in Carbondale.

On Wednesday 12 June or Thursday 13 June IHLS will present Design Thinking for Libraries, a one day event will help libraries use design thinking to better understand and serve library patrons.

### Committee Reports:

**Personnel:** The Personnel Committee met in March to discuss personnel issues and salary recommendations. The Committee made the following recommendations to the full board:

A motion was made by Committee to approve the Temporary Library Assistant – Circulation Job Description, to advertise for and to hire a Temporary Library Assistant – Circulation. The position would be approximately an 18-hour position and the duration of employment would begin as soon as possible and run through August 2019. Ken Perkins seconded the motion. Motion carried unanimously.

Committee Chair, Jared Nobbe, moved to give the library staff a bonus in recognition of the extra work the staff has performed in the absence of the Children's and Youth Services Coordinator. Ken Perkins seconded the motion. Motion carried unanimously.

Committee Chair, Jared Nobbe, made a motion to approve the MTL FY 2019-2020 Salary rates as presented. Ken Perkins seconded the motion. Motion carried unanimously.

Budget and Finance: The Budget and Finance Committee met on 6 April 2019 to review the proposed FY 2019-2020 Budget. The Budget was prepared based on the assumption that the library would be awarded the Live and Learn Construction Grant. Should that not be the case, the budget will be amended to reflect the decreased income.

Ken Perkins made the motion from committee to adopt the MTL FY 2019-2020 Budget in the amount of \$822,550.73, including the Live and Learn Construction Grant funds. Sharon Glessner seconded the motion. Motion carried unanimously.

Building and Grounds: This committee will schedule a meeting to discuss the construction grant after the announcement regarding the grant is made.

Bylaws and Long Range Plan: The review of various library policies continues.

Col. Morrison Home: Mike Schneider emailed the library with some information on the installation of the shutters at Col. Morrison's home. The committee needs to schedule a meeting to discuss this information. An email will be sent to the members of the committee to set a meeting date. Ken Perkins suggested asking the City of Waterloo if funds might be available through the Façade Grants to install addition shutters on Col. Morrison's home. The library director will contact the City with regards to these Grants.

District Library: No Report

Ethics: No Report

Public Relations and Marketing: No Report

Technology: No Report

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 13 May 2019 at 6:30 p.m. in the library. Sharon Glessner made a motion, seconded by Andy Mayer to adjourn the meeting. Motion carried. Meeting adjourned at 6:58 p.m.