

Minutes of the Sherrard Public Library District Board of Trustees

May 15, 2018

Call to Order 7:00 P.M.

Board Members in Attendance: Allen Holdsworth, Molly Kindelsperger, Barb Ruane, Cindy Sanders, Sarah Soliz, Sheryl Steele, and Jim DeWitt

Board Members Absent: None

Staff: Phyllis Myers

Public Present: Zach Marchant and Wendy McKeever

Public Comment: Zach Marchant and Wendy McKeever each presented a plan for the use of the old library building. Zach showed us his plan for turning the building into apartments and Wendy discussed her concept for developing an art studio/antique mall/apartments in the building.

Friends of the Library: The SPLD/Friends open house drew a large turnout of 85 guest and made \$85 for the Friends group.

Directors Report

Motions:

1. Motion to approve the minutes of April 17, 2018 by Kindelsperger, Second by DeWitt.
2. Motion to approve the Treasurer's report by Kindelsperger, Second by Steele.
3. Motion to approve permission for Joshua Eberts to build a gazebo for the library for his Eagle Scout Project by Sanders, Second by Kindelsperger.
4. Motion to approve a bid from West Concrete to install concrete between the new sidewalk and the curb pending confirmation of 4" thickness of the concrete by Kindelsperger, Second by Soliz.
5. Motion to approve proposed building access policy by Soliz, Second by Sanders.
6. Motion to approve proposed sign policy by Ruane, Second by Soliz.
7. Motion to approve proposed vacation and personal days policy by Soliz, Second by Kindelsperger.
8. Motion to approve 2018/19 meeting schedule by Sanders, Second by Kindelsperger.
9. Motion to approve Prevailing Wage Ordinance by Sanders, Second by Soliz.
10. Motion to accept the resignation of Phyllis Myers as Director of SPLD by Sanders, Second by DeWitt.
11. Motion to adjourn at 9:45 by Sanders, Second by Ruane.

Discussion:

Unfinished Business:

Landscape: 'Julie' has marked areas not to dig. Brenden Gusse was to begin preparing the soil for landscape plants but has not responded to emails about when he will begin. Cindy says the plants are ordered and ready to be planted.

Gazebo: The board approved giving Joshua Eberts the go ahead to build the library a gazebo for his Eagle Scout Project. The board will discuss location for the gazebo.

School Building: Both Zach Marchant and Wendy McKeever presented plans for the old library. Wendy requested a walk through of the building, possibly on Thursday, May 17th. The board discussed the possibility of calling a special meeting before the next meeting once Wendy has looked at the building.

Sidewalk: The board decided to accept the bid from West Concrete pending verification of thickness of 4" thickness of the concrete.

"ALA Privacy and Confidentiality" Staff Training: All staff members have received training.

Proposed Facebook Procedure: Director Myers proposed that we have 3 staff members have access to post library info on Facebook: the director, asst. director, and the program coordinator. Each of these staff members will long in through her personal Facebook account. All three have their own password protected computers to post from and have been instructed to log out when not at their computers.

Vacation and Personal Days Policy: Prior to one year of employment employees will earn a maximum 8 hours of personal time at the rate of 1 hour for every 60 hours worked.

New Business:

Approved the 2018/19 schedule with meetings on the 3rd Tuesday of each month at 7PM. No meeting in December.

Board Member Economic Interest: All board members filled out paperwork as required by the state.

Director Myers is continuing to work on the budget: In order to save money she was directed to make changes in the insurance policy for the old building.

Genealogy/Local History Bookshelf: Director Myers suggested we move a couple bookshelves and a filing cabinet from the old library to the "Friends" room to make a local history area in the library. The board approved. Barb Ruane is going to work up a donation form for those who may be interested in donating materials.

The Board accepted the resignation of Director Myers. She requested that we allow her flexibility on when she will use the 10 days from her 2 week notice.

The next meeting will be May 15, 2018 at 7:00 PM..

Respectfully Submitted,

Sheryl Steele, Secretary