

Minutes of the Sherrard Public Library District Board of Trustees

February 19, 2019

Call to Order 7:00 PM.

Board Members in Attendance: Allen Holdsworth (via Zoom meeting) Molly Kindelsperger, Barb Ruane
Cindy Sanders, Sheryl Steele and Jim DeWitt.

Board Members Absent: Sarah Soliz

Staff: Jeanna Ryner (via Zoom meeting)

Motions:

1. Motion to approve the minutes of January 15, 2019 and Special Meeting on February 2, 2019 by Ruane, Second by DeWitt.
2. Motion to approve the Treasurer's report by Sanders, Second by Ruane.
3. Motion to accept new Collection Management Policy by Sanders, Second by Ruane.
4. Motion to approve the services of BASE® Qualified Small Employer Health Reimbursement Plan at an annual fee of \$400 by DeWitt, Second by Ruane.
5. Motion to approve new Reference and Reader's Advisory Policy by Sanders, Second by Ruane.
6. Motion to adjourn at 7:45 by Ruane, Second by Sanders.

Discussion:

Unfinished Business:

- a. Library Donations Received: The board would like the new Director to have input on the use of these donations after discussion with her staff.
- b. Vacation and Personal Days Policy (revision): After discussion, the board felt that the Paid Time Off (PTO) Policy would be the best option for the library. Jeanna will draft a policy more closely aligned to our library for us to vote on at the March meeting.

New Business:

- a. Set-up of a Qualified Small Employer Health Reimbursement Plan (QSE HRA): The board approved the hire of BASE® QSE HRA for \$400 per year. This allows us to offer this plan to up to three employees working 35 hours or more. Our new Director will be using this service for health care reimbursement.

The next meeting is March 19, 2019 at 7:00 PM.

Respectfully submitted,

Sheryl Steele, Secretary