

Minutes of the Sherrard Public Library District Board of Trustees

Regular Meeting

July 17 ,2018

Call to Order 7:00 PM.

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

Board Members Absent: None

Staff: Paula Graff

Public Comment: Signed paperwork for Eagle Scout Joshua Eberts so he can proceed with his Eagle Scout project.

Motions:

1. Motion to approve the minutes of May 15, 2018, May 23, 2018, June 19, 2018 and July 7, 2018 by Sanders, Second by Kindelsperger.
2. Motion to approve the Treasurer's report by Soliz, Second by DeWitt.
3. Motion to approve a 2.5% raise for Paula Graff, Kirstin Allen and Paige Lowery.
4. Motion to approve the donation of the old book drop to the Reynolds American Legion by Ruane, Second by Sanders,
5. Motion to adjourn at 8:50 PM by DeWitt, Second by Ruane.

Director's Report: Records were brought over from the old building so they can be looked at tomorrow by David Wooten from the State to determine which records need to be saved and what can be destroyed. Our auditor will be here at the end of the month to perform the yearly audit.

Paula asked to have her hours reduced to 30 hrs when school starts. She also requested that we hire a part-time person for 2 evenings a week to take over some of Kirstin's hours when she starts back to school.

Discussion:

Unfinished Business:

Old Building: We are still waiting for the surveyor to come and survey the property. We are trying to find out from the village what the property setback is so we can determine where to divide the property.

Staff Reviews: Paula has performed staff reviews and is recommending a 2.5% raise for those eligible for a raise at this time. It was agreed that all the staff have done a great job pulling together during this time when the board is searching for a new director.

Director Search: The board discussed the sick leave policy, PTO, working from home and tax-deferred insurance reimbursement to clarify what we will offer in negotiations with the current candidate. Allen will contact her this week and keep the board informed.

New Business:

Storage Building: The board discussed the possibility of purchasing a storage shed and will look into prices and types of sheds.

PTO Policy: The board discussed making changes to the PTO policy to make it easier to administer and understand. These changes will be officially adopted at a later meeting.

Bi-State Masonry: Paula reported that the library received a bill from Bi-State Masonry for work done in 2015 to the old building to fix leaks. The bill was not paid because the company had been informed that the building was still leaking. The board will consult with our lawyer on how to proceed.

The next meeting is August 21, 2018.

Respectfully Submitted,

Sheryl Steele