

Minutes of the Sherrard Public Library District Board of Trustees

January 15, 2019

Call to Order 7:00 PM.

Board Members in Attendance: Barb Ruane Cindy Sanders, Sarah Soliz, Sheryl Steele and Jim DeWitt.

Board Members Absent: Allen Holdsworth and Molly Kindelsperger

Staff: Jeanna Ryner

Motions:

1. Motion to approve the minutes of November 20, 2018 and Special Meeting on December 3, 2018 by Sanders, Second by Ruane.
2. Motion to approve the Treasurer's report by Sanders, Second by Ruane.
3. Motion to approve funding to use the services of HR Source, a discounted service through our RAILS membership by Sanders, Second by Ruane.
4. Motion to adjourn at 8:32 PM by Sanders, Second by Ruane.

Discussion:

Unfinished Business:

- a. Library Director Search: We received 4 applications for the Director position and decided to interview 2 of them. Barb will email Allen and he will call these 2 candidates and set up interview times for them in the next few weeks.
- b. Library Donations Received: Jeanna noted that we have about \$6,700 in donated funds. Paula and Teresa have been considering ways to use these funds for programming and other needs of the library.

New Business:

- a. Collection Management Policy: Jeanna provided us copies of the collection development policy she worked up for our library. We are to read it and vote on it at our next meeting.
- b. HR Source: Jeanna recommended that we utilize the services of HR Source, a discounted service through our RAILS membership. They can advise us on matters concerning our personnel policies. Hammer & Associates, who are now providing payroll services for us, had some questions about the library's Vacation and Personal Days policy. After discussion, it was decided that Jeanna will provide us with examples of possible policies that we can consider at our next meeting. HR Source will be very helpful in making these policy decisions for the library.

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

Respectfully submitted,

Sheryl Steele, Secretary