

Minutes of the Sherrard Public Library District Board of Trustees

Special Meeting – March 5, 2018

Call to Order 7:03 P.M.

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

Board Members Absent: Allen Holdsworth

Staff: Paula Graff

Public Present: None

Motions:

1. Motion to hire Teresa Frey for Programming Director, contingent on outcome of references' feedback by Sanders, Second by Soliz.
2. Motion to employ Rachael Marchant as an independent contractor at \$35.00 per week to clean the library on a temporary basis by Ruane, Second by Sanders.
3. Motion to appoint Paula Graff as IMRF Authorization Agent by Sanders, Second by DeWitt.
4. Motion to adjourn at 8:20 by Ruane, Second by DeWitt.

Discussion:

Unfinished Business:

Landscape: Cindy Sanders presented tentative plans for landscaping after getting advice and ideas from Ken Hoffman who is a member of the community and a professional landscaper. It was agreed that we wanted easy care, low-maintenance planting. Ken has said he will provide plants and materials for us at his cost if we decide to purchase them from him.

We still need to coordinate with Brendon Gusse, the Boy Scout who wants to take on the library landscaping as his Eagle Scout Project. Sarah Soliz is going to contact Brendon and inform him of our discussion and invite him to the next regular board meeting so we can finalize plans to get the landscaping started.

New Business:

Personnel:

Director: The Director's position has been posted on Rails, the library website and Indeed.com with the deadline for applications set for March 16th. We have three candidates for the Library Director's position and hope to set up interviews soon after the March meeting on the 20th, possibly on Saturday, March 24th.

Programming Director: We had five candidates apply for Programming Director. After review and discussion of their applications, motion was made to hire Teresa Frey. Request was made that we ask Teresa for references before we offer her the job. Employment is contingent on feedback from these references.

Cleaning: Rachel Marchant was hired as an independent contractor to clean the library for \$35.00 a week. She is willing to clean the library until Colleen Smith is able to return. Colleen has requested an indefinite leave of absence.

Security Matters: Discussion of this item was tabled until the next regular meeting when the Board President will be present and after the library's lawyer has been contacted for guidance about this matter.

The next meeting will be March 20, 2018 at 7:00 PM.

Respectfully Submitted,

Sheryl Steele, Secretary