

Minutes of the Sherrard Public Library District Board of Trustees

June 20, 2023 -- 6:00 PM

Call to Order: 6:00 PM.

Board Members in Attendance: Jim DeWitt, Jackie Docherty, Allen Holdsworth, Molly Kindelsperger, Anita McKnight, Barb Ruane and Sheryl Steele.

Staff: Tori Drews

Motions:

1. Motion to approve the minutes of May 16, 2023 (both regular and closed session meeting) by Kindelsperger, Second by Ruane.
2. Motion to approve the Treasure Report by Ruane, Second by Docherty.
3. Motion to approve Meeting Date Ordinance 24-01 by Ruane, Second by DeWitt.
4. Motion to approve participation in non-resident services, with a card application fee of \$116 using the General Mathematical Formula by Ruane, Second by McKnight.
5. Motion to approve FY 23-24 Budget by Docherty, Second by Ruane.
6. Motion to approve adoption of Paid Leave Policy by McKnight, Second by Ruane.
7. Motion to approve revision to Paid Time Off Policy by McKnight, Second by Kindelsperger.
8. Motions to adjourn at 6:50 PM by Ruane, Second by DeWitt.

Director Report:

- I. Building: Two exterior areas of the building require repair: a window in the Program Room and siding on the west side of the building. Zach Marchant is getting quotes for the window and will make repairs to the siding. Relatedly, two additional cameras have been purchased for the exterior of the building to provide more complete coverage. Two older Lobby computers have broken down and will not be replaced as usage is low. New shelving has been purchased for the "New" section and will take up the space once occupied by the old computers. B&B Drain did minor repairs to the men's bathroom and confirmed the pipes were clear.
- II. Personnel: We wish Madison Woodward the best of luck in her new full-time employment. We are accepting applications for her replacement.

New Business:

1. Meeting Dates for next FY were approved.
2. Non-Resident Card Services approved.
3. FY 23-24 Budget approved.
4. Adoption of the Paid Leave Policy for part-time employees approved.
5. Revision of the Paid Time Off Policy for full-time employees approved.

The next meeting is July 18, 2023, at 6 PM.

Respectfully submitted,
Sheryl Steele, Secretary