

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

April 19th, 2018

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:04 p.m. with the following Board Members present: Julie Crosby, Tony Gilbreth, Steve Jines and Ron Mense. Board Members Jackie Billings, Brett Clasquin and Ann Hart were absent. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

Minutes from the March 15th, 2018 board meeting were reviewed.

4. Communications

The Director received the following communications: 1) A Thank You note from Staff Member, Sue Shelton, for the flowers sent for her mother's funeral; 2) a letter from Secretary of State, Jesse White, announcing the awarding of the FY2018 Per Capita Grant to the District (\$6,008.75); 3) another letter from Secretary of State, Jesse White, announcing the awarding of a FY2018 grant through *Back to Books – Reading Takes You Everywhere @ Your Library* (\$1,200.00); 4) an invitation to the St. Clair County Bar Association 2018 Law Day Breakfast; 5) a dormancy notice regarding the District's Money Market account from Midland States Bank; and, 6) Information on Funding Awareness from the Library System.

5. Treasurer's Report/Approval of bills

The March 2018 Treasurer's Report was reviewed. The check registry to date was also reviewed.

6. The Librarian's Report

The St. Clair County Historical Society donated a historic book to the Library. The Director is working out the details to put a "Story Walk" in the Smithton Village Park. Past events were enumerated and future events (including a Friends-of-the-Library-sponsored Book Sale) were also listed. The Summer Reading Program will begin on May 14th. Statistics and Library Use Snapshot figures were reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Steve Jines and seconded by Tony Gilbreth. A roll call vote was taken:

Billings:	Absent
Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye

The motion was passed with 4 in favor and none opposed.

7. Old Business

7.1 Discussion and Approval of Maternity/Paternity Leave, Adoption, Medical Leave, and Vacation Leave Policies

The Board discussed leave options and decided to change the written policy to 8 weeks of Maternity/Paternity and Adoption Leave. Board Member Tony Gilbreth will rewrite the policy to reflect this change.

Motion to change policy from 5 days of paid Maternity/Paternity and Adoption Leave to 8 weeks of paid Maternity/Paternity and Adoption Leave was made by Tony Gilbreth and seconded by Julie Crosby.

The motion was passed with 4 in favor and none opposed.

8. New Business

8.1 Fees for Library Service Policy Discussion and Adoption

Motion to make changes to Library copy fees policy as drafted by the Director was made by Tony Gilbreth and seconded by Steve Jines.

The motion was passed with 4 in favor and none opposed.

8.2 Resolution 18-01: *FY19 Non-Resident Fee* Adoption (Effective July 1, 2018)

Motion to adopt Resolution 18-01: *FY19 Non-Resident Fee* Adoption (Effective July 1, 2018) of \$115 was made by Steve Jines and seconded by Julie Crosby.

The motion was passed with 4 in favor and none opposed.

8.3 FY2019 Board Meeting Schedule Preview (Will be voted on at the May 2018 Meeting)

The Board examined the FY2019 Meeting Schedule.

8.4 Municipal Electric Aggregation Program Discussion (Homefield Energy) & Action

The Board decided to take no action at this time.

9. Board Concerns

A Personnel Committee will be scheduled for later in April or early in May. The Committee will discuss a possible change in holiday pay policy.

10. Adjournment

Motion to adjourn was made by Tony Gilbreth and seconded by Steve Jines.

The motion was passed with 4 in favor and none opposed and the meeting was adjourned at 8:17 pm.

Respectfully submitted,

Linda Hill, Recording Secretary