

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

March 15th, 2018

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:02 p.m. with the following Board Members present: Jackie Billings, Brett Clasquin, Steve Jines and Ron Mense. Board Members Ann Hart and Tony Gilbreth were absent. Others present were Library Director, Jenna Dauer, Recording Secretary, Linda Hill, and Citizen, Julie Crosby.

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 February 15th, 2018 board meeting were reviewed.

4. Communications

The Director received a mailing detailing "Municipal Minute": training available to the board members as elected officials.

5. Treasurer's Report/Approval of bills

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

6. The Librarian's Report

The Director reminded the Board that their Statements of Economic Interest must be completed online by May 1st, 2018. The Friends of the Library are hosting a book sale in April. Staff Evaluations will be conducted in March and April. Past and future events were enumerated. Library Statistics and usage Snapshot was reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Jackie Billings and seconded by Brett Clasquin. A roll call vote was taken:

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

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

7. Old Business

There was no old business to discuss at this time.

8. New Business

8.1 Appointment of Board Vice President

President Ron Mense appointed Board Member Brett Clasquin to the position of Vice President.

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

The Board discussed changing the present policy on Maternity/Paternity, Adoption, Medical, and Vacation leaves. Board Member Tony Gilbreth will draft the new policy. The Board recommended six (6) weeks of maternity leave. The new policy will be discussed and presented for adoption at the April Board meeting. FMLA policy was also discussed.

8.3 Appointment of Board Member

Citizen Julie Crosby introduced herself and gave a brief summary of her job/life experience and expressed her interest in being on the Smithton Public Library Board of Trustees. President Ron Mense presented her as a candidate for appointment to the empty Board position.

A roll call vote was taken:

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

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

Secretary Steve Jines administered the oath of office and the Board welcomed Ms. Crosby as a new member.

9. Board Concerns

Board Members Ron Mense and Steve Jines will be installing some extra shelving in the Library.

10. Adjournment

Motion to adjourn was made by Brett Clasquin and seconded by Jackie Billings.

The motion was passed with 4 in favor and none opposed and the meeting was adjourned at 7:54 pm.

Respectfully submitted,

Linda Hill, Recording Secretary