

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

April 20, 2023

1. Call to Order/Roll Call

The meeting was called to order by President, Brett Clasquin, at 7:07 p.m. with the following Board Members present: Brett Clasquin, Liz Harris, Tony Gilbreth, Mary Sue Iverson, Stephanie Sakran, and Zabelle Vartanian. Board Member Ann Hart was 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 16, 2023 board meeting were not presented.

4. Communications

The District received an invitation to the Law Day Breakfast. A letter was received from the Boy Scouts asking for a donation.

5. Treasurer's Report/Approval of bills

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

6. The Librarian's Report

The Director is still in communication with the Village about the construction of a StoryWalk®. The Director explained possible Library involvement in PurpleOne Spot. A seed library is being set up. The Director requested a formal evaluation of her performance from the Board. Upcoming events and Library usage stats were enumerated.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Mary Sue Iverson and seconded by Zabelle Vartanian.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Absent
Iverson:	Aye
Sakran:	Aye
Vartanian:	Aye

The motion passed with all in favor.

7. Old Business

7.1 Proposed Edit to Employee Handbook – Bereavement Leave / DISCUSSION & APPROVAL

The Board Secretary is working on drafting the policy. No discussion/approval was necessary at this time.

7.2 Other

There was no other Old Business to discuss at this time.

8. New Business

8.1 Decennial Committees on Local Government Consolidation and Efficiency Act Committee Meeting / DISCUSSION & APPROVAL

The Decennial Committee will meet at the next Board Meeting session on May 18th, 2023.

8.2 First National Bank of Waterloo CD Matured 3/23/23 – DISCUSSION & APPROVAL

A motion to purchase an 18-month CD in the amount of \$66,000 at an approximate rate of 4.85% interest at The First National Bank of Waterloo was made by Tony Gilbreth and seconded by Liz Harris.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Absent
Iverson:	Aye
Sakran:	Aye
Vartanian:	Aye

The motion passed with all in favor.

8.3 Hold Harmless Waiver for Programming / DISCUSSION & APPROVAL

Per the advice of the Library's insurance provider (The "Got Your Six" organization would list the Library as a certificate holder), it was determined that no waivers were needed.

8.4 Gladys Knewitz Bequest / DISCUSSION & APPROVAL

Former patron Gladys Knewitz bequeathed the Library \$1,000. Board President Brett Clasquin signed the Receipt of Distribution.

8.5 Resolution 23-01: *FY2024 NON-RESIDENT FEE ADOPTION (EFFECTION July 1, 2023)* / DISCUSSION & APPROVAL

A motion to adopt the Non-residency fee of \$130 for FY2024 was made by Tony Gilbreth and seconded by Liz Harris.

A vote was taken and the Resolution was adopted with all in favor.

8. "New Business" cont.

8.6 *FY2024 Board Meeting Schedule (Ordinance 24-01) Preview*

(will be voted on at the May 2023 Meeting)

The Board reviewed the proposed Schedule.

8.7 Personnel Committee Report

(Official Minutes will be approved at the May 2023 Meeting) / Discussion

The Board listened to the Committee's report.

8.8 Other

There was no other New Business to discuss at this time.

9. Board Concerns

9.1 Election Results / DISCUSSION & APPROVAL

The District has not yet received official election results.

9.2 Contact Information / DISCUSSION

The Board reviewed the Contact sheet and made updates as needed.

9.3 Regent's Bank Signers – Update / DISCUSSION

Board members need to go in to sign at the Bank.

9.4 Other

There were no other Board Concerns to address at this time.

10. Announcements

10.1 Next Smithton PLD Board Meeting

The next Board meeting will be on Thursday, May 18, 2023 at 7 p.m.

11. Adjournment

Motion to adjourn was made by Zabelle Vartanian and seconded by Tony Gilbreth.

The motion was passed with all in favor and the meeting was adjourned at 8:44 pm.

Respectfully submitted,

Linda Hill, Recording Secretary