

EDITH B SIEGRIST VERMILLION PUBLIC LIBRARY

THURSDAY, MAY 15, 2014

BOARD OF TRUSTEES

6:00 PM

MONTHLY MEETING

STAFF WORKROOM

MINUTES

ROLL CALL: Fern Kaufman, Cyndy Chaney, Janet Hoff, Carl Gutzman and Jon Flanagin

OTHERS PRESENT: Patti Roberts-Pizzuto and Jane Larson

On a motion by Gutzman seconded by Kaufman the minutes of the April 17, 2014 meeting were read and approved. All present voted aye.

On a motion by Kaufman, seconded by Chaney the minutes of the May 1, 2014 meeting were read and approved. All present voted aye.

The reports of the Director were reviewed and discussed.

On a motion by Hoff, seconded by Gutzman the proposed expenditures for May were approved for payment. All present voted aye.

REPORTS:

SDLN - Larson reported that SDLN members have received a letter from the BOR and does not give specifics but rather the general intent to only serve BOR libraries. It is the first correspondence we have had from BOR since October. We are attending another ILS demo on April 29th in Huron. Larson has kept Jim McCulloch informed.

FRIENDS – Larson reported that the monthly book sales are going good. No sales in July or August and then inventory will be weeded and new titles added for the September sale.

FOUNDATION - They have selected one art work in memory of Roger Kozak. Selection continues for two additional art works. Larson has received two quotes for a security system and is waiting for the third so the information can be shared with the group.

UNFINISHED BUSINESS:

Larson reported that the light fixture and flooding issues are still in limbo with the hope they will both be resolved soon. The new PCs have arrived and will be installed the last weekend of May.

Larson reported that VendPrint has been ordered and will be installed after the new PCs are installed. Our email provider will be changed at that time too.

Roberts-Pizzuto reported on the adult programming. She indicated that summer sessions have already been scheduled and the fall sessions will be scheduled later this summer. Patti reviewed the session topics with the Board.

NEW BUSINESS:

Larson presented the first draft of the proposed 2015 budget request. This portion did not include personnel issues. The final draft will be presented at the June meeting.

Larson and Roberts-Pizzuto presented information on a re-classification of the Information Specialist position by converting it to the Adult Programming Coordinator/Information Specialist. At this time the 30 hours per week will remain the same but additional duties were added and one duty was assigned to another staff member. Tentative approval was given on the amended re-classification on a motion by Gutzman, seconded by Kaufman. All present voted aye.

Larson reported that Beth Knedler and Susan Heggstad have been hired on a temporary basis as Summer Program Coordinators to replace Joyce Moore who resigned effective May 22, 2014. Larson presented information on the listing of the position, time frame and expected hiring for the position.

On a motion by Kaufman, seconded by Gutzman Patti Roberts-Pizzuto was given a merit raise from Step 2 to step 3 and \$10.77 to \$10.99 effective May 18, 2014. All present voted aye.

On a motion by Kaufman, seconded by Gutzman a thank you to Janet Hoff and Cyndy Chaney was issued for all their years of service and advocacy for the Library. All present voted aye.

Meeting adjourned at 8:15 pm.

Respectfully submitted,

Jane A. Larson

Secretary for the Board