

NANCY L. MCCONATHY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
October 12, 2019

President Pro Tem Crystal Parker called the meeting to order at 9:11 A.M.

A motion was made by Elizabeth Norcutt and seconded by Catherine Boetcher to appoint Crystal Parker as President Pro Tem. Roll Call Vote: Catherine Boetcher, aye; Elizabeth Norcutt, aye; Merrionna Peirce, aye; Crystal Parker, aye, aye. Four ayes and 0 nays. Motion carried

1. Roll Call: Present were: Catherine Boetcher, Elizabeth Norcutt, Merrionna Peirce and Crystal Parker. Gary Holcomb arrived at 9:35 am.
Absent: Suzanne Downing and Roger Strasemeier
2. Minutes: A motion was made by Catherine Boetcher and seconded by Elizabeth Norcutt to approve the minutes of the Board Meetings held September. Four ayes and zero nays. Motion carried.
3. Correspondence: None
4. Legal Counsel: Director Williams-Baig about the ordinances and resolutions to be discussed later
5. Librarian's Report: As presented.
6. Committee Reports:
 - A. Budget and Finance: September monthly Financial Report presented and attached.
 - B. Policy and Bylaws: Catherine Boetcher chose to head this committee.
 - C. Personnel: Elizabeth Norcutt chose to head this committee.
 - D. Public Relations: Crystal Parker chose to head this committee.
7. Unfinished Business: None
8. New Business:
 - A. A proposal from Warehouse Direct for a new color copier was reviewed. Options for leasing and buying were discussed. A motion was made by Elizabeth Norcutt and seconded by Catherine Boetcher to purchase the copier out right for a savings of 530.00 dollars. Roll Call Vote: Catherine Boetcher, aye; Elizabeth Norcutt, aye; Merrionna Peirce, aye; Crystal Parker, aye. Four ayes and 0 nays. Motion carried
 - B. Employee raises were discussed. A motion was made by Elizabeth Norcutt and seconded by Crystal Parker to provide raises in the following structure: HD, VD, AP would all receive a raise of \$0.25 per hour effective immediately, MH would receive a raise \$0.75 per hour effective immediately and DT would receive a \$500.00 a year in January 2020. Roll Call Vote: Catherine Boetcher, aye; Gary Holcomb, aye; Elizabeth Norcutt, aye; Merrionna Peirce, nay; Crystal Parker, aye. Four ayes and 1 nay. Motion carried
 - C. Two policies were presented for review regarding the electronic sign. One policy allowed for the renting of space on the sign to promote activities in the community. The second was a policy stating that the sign could not be rented and would only be used for the Library and its sponsored events. A motion was made by Gary Holcomb and seconded by Catherine Boetcher to adopt the policy stating that the sign was for Library use only. Roll Call Vote: Catherine Boetcher, aye; Gary Holcomb, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye; Crystal Parker, aye. Five ayes and 0 nays. Motion carried
 - D. Director Williams-Baig presented the ordinance regarding the Amount Necessary to be Raised in taxes. A motion was made by Crystal Parker and seconded by Elizabeth Norcutt to approve the ordinance. Roll Call Vote: Catherine Boetcher, aye; Gary Holcomb, aye; Elizabeth Norcutt, aye; Merrionna Peirce, aye; Crystal Parker, aye. Five ayes and 0 nays. Motion carried
 - E. Director Williams-Baig reviewed the resolution regarding Tax Extension Allocation. A motion was made by Catherine Boetcher and seconded by Crystal Parker approve this resolution. Roll Call Vote: Catherine Boetcher, aye; Gary Holcomb, aye; Elizabeth Norcutt, aye; Merrionna Peirce, aye; Crystal Parker, aye. Five ayes and 0 nays. Motion carried

F. A proposal from VST was reviewed for the purchase of two new security cameras for the Library. A motion was made by Merrionna Peirce and seconded by Elizabeth Norcutt to approve the purchase in the amount of 976.60. Roll Call Vote: Catherine Boetcher, aye; Gary Holcomb, aye; Elizabeth Norcutt, aye; Merrionna Peirce, aye; Crystal Parker, aye. Five ayes and 0 nays. Motion carried

9. Audience to the Public: S. Seiner commented that she enjoyed coming to the Library Board meetings as they are very organized and well run.

10. Adjournment: A motion was made by Catherine Boetcher and seconded by Crystal Parker to adjourn the meeting at 10:37 a.m. Five ayes and zero nays. Motion carried.

Respectfully submitted,
Catherine Boetcher
Secretary