

Marshall District Library

Board Minutes

June 25, 2013

President Ben Lark called the meeting to order at 7:01 pm

Present: Ben Lark, Lynda Dunn, Carole Tabiaddon, Matt Rodgers, Donna Daines, Kate Yoder, George Guerin (arrived 7:10 pm)

Others present: Library Director Angela Semifero, Deputy Library Director Nate Palmer

Pledge of Allegiance

Motion was made by Donna Daines, supported by Kate Yoder to approve agenda. Voice vote: Motion carried.

Motion was made by Lynda Dunn, supported by Kate Yoder to approve Minutes of May 14, 2013 with corrections. Voice Vote: Motion carried.

Motion was made by Lynda Dunn, on behalf of the Finance Committee, to approve the financial statement and pay bills in amount of \$107,681.18. Roll call vote: Yes – all present. No – none. Motion carried.

Library Director, Angela Semifero, reviewed key items in her written report.

**Committee Reports:**

Building and Site: No meeting. They will meet Thursday, July 25, 2013 at 4:00 pm.

Finance: They met prior to Board meeting to review bills and discuss budget adjustments. The next meeting will be held August 13, 2013 at 6:40 pm, prior to the Board meeting.

Personnel: They met on Wednesday, June 19, 2013 at 7:00 pm to discuss employee pay ranges, health insurance bids, and a personnel policy amendment. There is not another meeting scheduled.

Policy: No meeting. They will need to meet in the next fiscal year.

**New Business**

Motion was made by Lynda Dunn, on behalf of the Finance Committee, to amend the 2012-2013 Operating Budget, as presented. Roll call vote: Yes – all present. No – none. Motion carried.

Motion was made by Kate Yoder, on behalf of the Personnel Committee, to adopt the 2013-2014 employee pay ranges. This will allow a 3% annual increase for most positions, over a period of 10 years. Roll call vote: Yes – all present. No – none. Motion carried.

Motion was made by Kate Yoder, on behalf of the Personnel Committee, to accept the Health Plan Bid from VantagePointe Benefits for BCBS CB 3-A Medical, Dental, Vision plans. Roll call vote: Yes – all present. No – none. Motion carried.

The Board Meeting was temporarily adjourned at 7:29 pm. Public Hearing for the FY 2013-2014 Operating Budget was convened. As there were no public present for comments, the Public Hearing was closed and the Board Meeting was re-convened. Motion was made by Lynda Dunn, on behalf of the Finance Committee, to approve the FY 2013-2014 Operating Budget, as presented. Roll call vote: Yes – all present. No – none. Motion carried.

The Board Meeting was temporarily adjourned at 7:31 pm. Public Hearing for the FY 2013-2014 Debt Budget was convened. As there were no public present for comments, the Public Hearing was closed and the Board Meeting was re-convened. Motion was made by Carole Tabiadon, supported by George Guerin, to approve the FY 2013-2014 Debt Budget, as presented. Voice vote: Motion carried.

The Board Meeting was temporarily adjourned at 7:32 pm. Public Hearing for the FY 2013-2014 Hughes Fund Budget was convened. As there were no public present for comments, the Public Hearing was closed and the Board Meeting was re-convened. Motion was made by Donna Daines, supported by Kate Yoder, to approve the FY 2013-2014 Hughes Fund Budget, as presented. Voice vote: Motion carried.

Motion was made by Lynda Dunn, supported by George Guerin, to approve the 2013 Millage rates. Voice vote: Motion carried.

Motion was made by Kate Yoder, on behalf of the Personnel Committee, to approve the Personal Policy Amendment, as presented. Voice vote: Motion carried.

Motion was made by Lynda Dunn, supported by Donna Daines, to approve Amnesty Week, September 22-28, 2013. Voice vote: Motion carried.

Motion was made by Lynda Dunn, on behalf of the Finance Committee, to accept the 3-year Audit Bid of Gabridge & Co., with one-year probation. Voice vote: Motion carried.

### **Comments from Board Members**

Secretary, Carole Tabiadon handed out the 2013 Annual Job Performance Evaluation form for Library Director, Angela Semifero, along with return envelopes. She requested that all forms be completed and returned to her so the results can be compiled by August 8, 2013, to be presented at the August Board Meeting.

President, Ben Lark, called the Trustees attention to the Board goals and reminded all present to attend their municipality monthly meetings to report on behalf of the MDL Board.

Matt Rodgers stated he would not be at the August Board Meeting.

Next Meeting: August 13, 2013

Meeting was adjourned at 8:00 pm

Respectfully submitted,

Carole Tabiadon, Secretary