

Marshall District Library Minutes

August 12, 2014

Meeting was called to order at 7:10 p.m.

Present: Jessica Brooks, George Guerin, Ben Lark, Helen Lindsey, Martha Frohm, Donna Daines

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

Motion to approve agenda: Moved by Lindsay/supported by Frohm. Voice vote. Carried

Motion to approve minutes of June 24, 2014 minutes: Moved by Frohm/ supported by Lindsey. Voice vote. Carried.

Motion by the Finance Committee to pay the June bills of \$148,336.47. Roll call vote: All present: yes. No: none. Carried.

Library Director's Report: Director Semifero pointed out information in the board packet including former Director Garypie insurance premium increases which led to his agreement to a change in the terms of the policy. A 32-hour library assistant position has been posted. The now mainly defunct items in the library rental art collection will be sold for a donation to the library.

Staff reports were discussed and included in the board packet.

Open Meetings Act: President Ben Lark provided information on the Open Meetings Act in the packet and discussed committee activities as they apply to the Act. It was decided to hereafter have official committee minutes on file.

Building and Site: Met Aug. 11 2014 at 6:30 p.m. Minutes of the meeting are in the board packet. The committee discussed proposed approaches and vendors to meet the goal of renovating the library, which has had no significant updating in 17 years. Motion to suggest the board authorize Semifero to pursue the Library Design Associates bid in order to begin planning, budgeting and fundraising efforts.

Finance: Met earlier in the month to approve bills received at that time. Moved to accept payment of bills in the amount of \$148,335.47.

Personnel: Met July 31 to review Semifero's annual job performance evaluation. Five evaluations were received from the board. Her scores in 13 categories are listed in the board packet. Semifero's self-evaluation was reviewed and a contract for the calendar year Aug.27, 2014 through Aug. 26 2015 was offered.

Policy: Did not meet

New Business

Director Evaluation.. Guerin moved to accepted the Library Director evaluation as presented by the personnel committee/Support Daines. Semifero accepted the board's advice to secure a life insurance policy to which she is entitled under her contract. She plans to begin researching plans.

Director Contract: Semifero requested \$1,200 in continuing education funding instead of a raise. George Guerin moved that the contract be offered with the change/support Lindsey. Roll Call Vote: all present. Carried.

Retiree Health Insurance: Discussed above

Director Goals: Semifero highlighted her goals for next year in the packet such as an expanded emphasis on early childhood literacy; a technical 'petting zoo'; a review of MLD mission and goals.

Woodlands Library Cooperative Contract: Motion by Lindsey/support Frohm to renew the Woodlands Library Cooperative Contract.

Woodlands Library Cooperative Board Appointment. Motion made by Guerin/support Frohm to appoint Lynda Dunn as the MDL representative. Voice Vote. Carried.

Motion from Building and Site committee to authorize Semifero to contract with Library Design Associates to present a conceptual design and budget, not to exceed \$6,250, to renovate the library. Roll Call vote: all present. Carried.

Comments from board members or the public: none.

Adjourned 8:22 p.m.

Next meetings:

September 9, 2014

October 14, 2014

Prepared by Board Secretary Donna Daines