

Marshall District Library
Board of Directors
Regular Meeting
August 14, 2018

The meeting was called to order at 6:59pm by President George Guerin.

Roll call was read by Secretary Martha Frohm.

Members present: George Guerin, Ben Lark, Mary Fountain, Kathie Maitland, Theresa Chaney-Huggett and Martha Frohm.

Members absent: Shelley Preston,

Others present: Angela Semifero.

President Guerin led the group in the Pledge of Allegiance.

Martha Frohm made a motion to approve the Agenda; supported by Kathie Maitland. One addition was added. The motion carried.

Mary Fountain made a motion to approve the minutes of the June 26th meeting; supported by Ben Lark. Motion carried.

Financial Report: Chairman Ben Lark had previously reviewed the bills. The finance committee met prior to the regular Board meeting. Chairman Lark made a motion on behalf of the Finance Committee to pay bills in the amount of \$94,888.76. All present voted yes.

Library Directors' Report:

Director Angela Semifero explained the points of her written report adding the summer has been busy. There have been great programs for all ages and the summer reading program has been a huge success. Angela expects a good attendance for the John Bellairs walk.

She has been working on a chart to show what each employee does within the library.

The door on the north side of the building that has been prone to flooding will be repaired.

Ben Lark said he had received a phone call from a Fredonia Township resident questioning the Library participation in the Blessing of the Backpack program sponsored by the United Methodist Church. After further research he determined that it fell under the Separation of Church and State law. Director Semifero said she would decline to participate in the event.

Theresa Chaney-Huggett asked if there was an active shooter plan in place. Angela said yes.

A short discussion followed as to whether or not the Library should charge for programs, especially the higher priced ones. A charge or a donation may be considered.

Committee Reports:

Building and Site: did not meet.

Finance: met at 6:30 this evening and will meet before the next meeting.

Personnel: met. Report to follow.

Policy: did not meet.

There was no unfinished business.

New business;

Woodland Library Co-op. The Board reviewed the contract which was the same as last year. All

present voted yes for the renewal.

Director evaluation: Personnel Chairman Kathie Maitland thanked all Board members for the prompt return of the evaluation sheets. Director Semifero scored higher than previous evaluations. Chairman Maitland made a motion on behalf of the Personnel Committee to give Angela a 5% raise. All present voted yes.

Angela submitted a self-evaluation and goals for the upcoming year.

Tuition Reimbursement:

Chelsea Johnson requested a \$1000 reimbursement for ongoing education. Kathie Maitland made a motion to honor the request: supported by Martha Frohm. All present voted yes.

Amnesty week:

This is a yearly event to allow patrons to work out outstanding fines on overdue books and will occur in September.

Personnel Policy Changes.

The Personnel Committee previously met to discuss additions.

- (1) Optional dental and eye care to employees who have opted out of medical coverage. This option is at the expense of the employee.
- (2) A flexible spending account to replace the health savings account. Pre-tax money is used to fund the account. Funds cannot accumulate over time; if money is not used, it is lost.

Kathie Maitland made a motion on behalf of the Personnel Committee to add options one and two to the existing policy. Options one and two passed.

Comments from the Board Members:

George Guerin thanked Kathie Maitland for all her hard work on the Personnel Committee.

Angela Semifero thanked all for the good review and the raise.

There were no comments from the public

Adjournment at 8:04pm.

Respectfully submitted,
Martha Frohm, Secretary

Next meeting September 11, 2018