

Marshall District Library
Board of Directors
Regular Meeting
August 11, 2020

The regular meeting of the Marshall District Library was called to order by President Martha Frohm at 7:04pm.

Roll call was read by Secretary Mary Fountain.

Members present: Kara Boughton, Joanne Davis, Mary Fountain, Martha Frohm, and Ken Koberstein.

Members absent: M.J. Harting-Minkwic and Shelley Preston.

Others present: Angela Semifero and Nate Palmer.

President Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: Kara Boughton made a motion to approve the agenda of the August 11th meeting, supported by Joanne Davis. Motion carried.

Approval of Minutes of June 30th: Martha Frohm noted the date was incorrect should be June 16th not June 30th. A motion was made by Mary Fountain to change and approve the date to June 16th, 2020, supported by Kara Boughton. Motion carried.

Approval of Minutes of June 16th: Kara Boughton made a motion to approve the minutes of June 16th 2020 meeting. It was supported by Ken Koberstein. Motion carried.

Financial Report, including approval of bills: Treasurer Ken Koberstein made a motion to approve the bills for July in the amount of \$101,990.97 supported by Joanne Davis. Roll call vote all present voted yes.

Library Directors Report:

- Director Semifero explained the points of her written report.
- Marshall District Library continues in Phase 3 of its reopening plan. The library building is open at 25% capacity and library visitors are limited to 30 minutes in the building, with 2 visits per day.
- Due to capacity limits the library will continue the majority of its programs online.
- The library will not be offering after school programs at this time.
- See Directors report and Assistant Directors report for much more information.

Committee Reports:

- Building and Site: did not meet
- Finance- met at 6:30 tonight August 11th and will meet again Sept.8th. at 6:30.
- Personnel- The personnel committee met tonight August 11th and Chairman Kara Boughton averaged out the scores for Angela Semifero on her contract and recommended a 3% raise, supported by Joanne Davis.
- Policy- did not meet.

Unfinished Business: none

New Business:

- Woodlands Library Cooperative Contract-Martha Frohm inquired about membership and Angela said every library in the State has to belong to a Cooperative. Joanne Davis made a motion that we sign a contract with Woodlands. Supported by Kara Boughton and roll call vote was held and all present voted yes. Motion passed.
- Director Evaluation- Kara Boughton made a motion to accept the evaluation and it was supported by Joanne Davis. All present voted yes. Motion passed.
- Director Contract- Mary Fountain made a motion to accept the Directors Contract with a 3% raise, it was supported by Joanne Davis. Roll call vote held and all present voted yes. Motion passed. Martha Frohm signed the Contract and it was witnessed by Ken Koberstein and Joanne Davis.
- Director Goals- Angela Semifero went over her goals for this next year and all members have a copy to review.

Comments from board members- Joanne Davis asked Angela about the Outreach and Partnerships with area schools Mar Lee, Marshall Academy, and in particular Albion Harrington. Angela will check with Albion District Library on this program. Joanne also mentioned everyone is still doing a great job. Chrome Book and Hotspot lending were mentioned.

Comments from the public-none.

Meeting adjourned at 7:40pm. The next meeting will be September 8th,2020.

Respectfully submitted,
Mary Fountain, Secretary