

Regular Board Meeting Minutes
Marshall District Library
March 8, 2022

The regular meeting of the Marshall District Library Board was called to order by President Martha Frohm at 7:00pm.

Roll call was read by Secretary Mary Fountain.

Members present at the library: Kara Boughton, Joanne Davis, Ann Fitzpatrick, Mary Fountain, Martha Frohm, M.J. Harting-Minkwic, and Gerry Marshall.

Others present: Angela Semifero and Nate Palmer.

President Martha Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: M.J.Harting-Minkwic made a motion to approve the agenda of the March 8, 2022 meeting. It was supported by Kara Boughton. Motion carried.

Approval of the minutes of the February 8, 2022 meeting: Joanne Davis made a motion to accept the minutes and it was supported by Kara Boughton. Motion carried.

Financial Report, including approval of bills: Treasurer M.J.Harting-Minkwic made a motion on behalf of the Finance committee that everything was in order and to pay bills for February 2, 2022 to March 1,2022 in the amount of \$87,700.46, supported by Ann Fitzpatrick. Roll call vote: all present at the library voted yes.

Library Director Report:

Director Semifero explained the points of her written report.

- Calhoun County Public Health Department lifted its mask order on February 21, 2022. Library staff now have the option of not wearing their masks while on the public floor.
- In-person programs will begin in March.
- The library worker's compensation safety inspection was the day after our last meeting, and all looked good.
- The Finances are right on track.
- In-person visits to the library are good, some days more people than others.
- Larger programming groups will meet in the main library and smaller groups will meet in the meeting rooms.
- See the Financial and Administrative area under Directors Report and it will explain about the changes happening with Google and Microsoft.
- See Directors Report and talking points for other details.
- See Systems and Facilities Department Report for all details.

Committee reports:

- Building and Site- did not meet.
- Finance met at 6:45pm. tonight and will meet same time next month.
- Personnel-did meet at 6:30 pm tonight to discuss Employee Pay Scales and Personnel Policy Acknowledgements
- Policy-did not meet.

Unfinished business: none.

New Business:

Employee Pay Scales:

The personnel committee met tonight and discussed the Employee Pay Scales. Chairman Kara Boughton said the committee reviewed and found them to be a fair amount they decided to include a 6% increase in the lowest columns of each scale, except the Director and Assistant Director. Kara Boughton made a motion to this policy and the board approved with a roll call vote. All present at the library voted yes. Motion carried.

Personnel Policy Acknowledgements:

The Libraries Personnel Policy states that immediate family members may not be hired by the library if current family members are employed. The Library Director Angela Semifero has asked the board to make an exception to our policy as we have two employees who will be getting married . They met all the requirements when they were hired more than five years ago. M.J.Harting-Minkwic made a motion to make an exception to our policy and it was supported by Gerry Marshall, all present votes yes.

Board Officer Elections:

President- Ann Fitzpatrick
Vice-President -Kara Boughton
Secretary- Joanne Davis
Treasurer- M.J.Harting-Minkwic

Gerry Marshall made a motion to accept the slate of officers. It was supported by Mary Fountain and all present voted yes.

Treasury Waiver:

We apply for the Treasury Waiver each year and we have received approval each year. We only have one retiree on the pension plan through MERS. We are required by law to pay into his pension each year. If Mr. Garypie dies, we do not have to continue paying. All other employees are on a defined contribution 401A plan and each person's retirement portion is fully funded each year. There is no future liability for the library for any other employees. Ann Fitzpatrick made a motion to accept the waiver and it was supported by Kara Boughton. Voice vote by all present at the library.

Comments from board members:

- Gerry Marshall has enjoyed being on the board the last 2 months.
- Ann Fitzpatrick said Mary has done a great job as Secretary.
- Joanne Davis thanked everyone for all their hard work.

Comments from the Public: none

Meeting adjourned at 7:49pm.

Next meetings:

- April 12,2022
- May 10,2022

Respectfully submitted,
Mary Fountain, Secretary