



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MARCH 17, 2021, 5:00 P.M.
JENKINS ROOM & VIA TELECONFERENCE**

The Regular Meeting was called to order at 5:03 p.m. by Cimino with the following members present: Cimino, Barber, Savako, Walz, Moser, Courtney and Grair
Also present: Angela Young, Interim Director, Patricia Bertsch, Fiscal Officer and Karen Miller, Bradbury Miller Associates

AGENDA APPROVAL: to approve the agenda as presented.
Courtney made a motion and Barber seconded
7 aye; 0 no; 0 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Bradbury Miller Associates: Discussion with Karen Miller regarding the RML Director tentative search schedule timeline as presented. *Attachment 3-1*

Executive Session: Courtney made a motion and Walz seconded to go into an executive session at 5:42 p.m. to discuss employment of an administrative staff member.

Roll call: Cimino - yes; Barber - yes; Savako - yes; Walz - yes; Moser - yes; Courtney - yes; Grair - yes

Come out of Executive Session: Moser made a motion and Savako seconded to come out of executive session at 6:39 p.m.

Roll call: Cimino - yes; Barber - yes; Savako - yes; Walz - yes; Moser - yes; Courtney - yes; Grair - yes

Res#31-21 **MINUTES APPROVAL:** to approve the minutes of the February 17, 2021 Regular Meeting as presented.
Moser made a motion and Barber seconded
7 aye; 0 no; 0 absent; 0 abstain

FISCAL OFFICER

Res32_-21 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (3-A) and Financial Summary (3-B) for February 2021 as presented.
3-A Courtney made a motion and Moser seconded
3-B 7 aye; 0 no; 0 absent; 0 abstain

Res#33-21 **Donations & Gifts:** to accept donations in the amount of \$72.98 as presented.
3-C Savako made a motion and Grair seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#34-21 **Discards:** to discard items listed as presented.
3-D Moser made a motion and Grair seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#35-21 **Depository – Eligible Bank:** to approve the depository agreement for Reed Memorial Library funds for the five-year period beginning March 1, 2021 and ending February 28, 2026 with JP Morgan Chase.
3-E Courtney made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

INTERIM DIRECTOR

Monthly Report / Statistics 3-F
Department Reports / Statistics 3-G
Adult Services
Children's Services
Public Services
Announcements: None

COMMITTEE REPORTS

- BYLAWS AND POLICY COMMITTEE:** Did not meet
- FINANCE COMMITTEE:** Did not meet
- RECORDS RETENTION COMMITTEE:** Did not meet
- LONG RANGE PLANNING COMMITTEE:** Did not meet
- BUILDING AND GROUNDS COMMITTEE:** Did not meet
- PERSONNEL COMMITTEE:** Met at 4:30 p.m. on March 17, 2021

Res#36-21 **Pay Increase:** to accept the recommendation of the Personnel Committee to approve a 3.5% pay increase for all staff, effective April 1, 2021, with the exception of the Interim Director and temporary Acting Children's Services Manager positions.
Savako made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#37-21 **Interim Director Salary:** to approve the recommendation of the Personnel Committee to set the Interim Director's salary at \$31.25 per hour retroactive to March 1, 2021.
Courtney made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#38-21 **Acting Children's Services Manager Temporary Position:** to approve the recommendation of the Personnel Committee to create the temporary position of Acting Children's Services Manager and to approve the job description as presented.
Barber made a motion and Courtney seconded
7 aye; 0 no; 0 absent; 0 abstain

Res#39-21 **Acting Children's Services Manager:** to approve the recommendation of the Personnel Committee to appoint Alison Shelley to the temporary position of Acting Children's Services Manager effective March 21, 2021.
Walz made a motion and Barber seconded
7 aye; 0 no; 0 absent; 0 abstain

OLD BUSINESS

Res#40-21 **Consulting Group Payment:** to approve payment to Richkowski Consulting Group in the amount of \$450 for human resources consulting in the matter of an investigation of an internal personnel matter for the Reed Memorial Library Board of Trustees.
Courtney made a motion and Moser seconded
7 aye; 0 no; 0 absent; 0 abstain

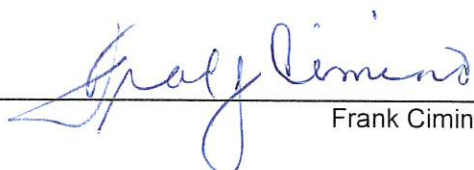
NEW BUSINESS: None

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

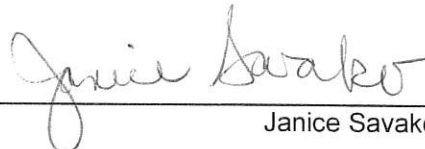
Bylaws and Policy Committee: A work session was set for 4:30 p.m. on April 21, 2021 to review the Circulation Policy. (Committee members: Savako – Chairperson, Cimino, and Walz)

ADJOURNMENT

Courtney made a motion and Moser seconded that the meeting be adjourned at 7:17 p.m.
7 aye; 0 no; 0 absent; 0 abstain



Frank Cimino, President



Janice Savako, Secretary