

**Mt. Zion District Library Board of Trustees
Minutes of the November 12, 2013 Meeting**

Valerie Brunner called the meeting to order at 7:00 p.m. Members present: Valerie Brunner, Sheri Jesse, Michele Stine, Stacy Pygott, Charles Rutherford, Andrea Trusner. Library Director: Maria Dent.
Absent: Terry Young

Agenda:

Motion Stine to adopt the agenda. Rutherford. Motion carried.

Minutes:

Motion Brunner to approve the October 8, 2013 minutes. Second Pygott. Motion carried.

Financial Report:

Motion Stine to approve the current bill list. Second Trusner. Motion carried.

Motion Pygott to transfer \$25,643.96 from Corporate Fund, \$2,940.35 from Building and Maintenance Fund and \$8,609 from the Insurance Fund all into the Operating Fund. Second Jesse. Motion carried.

Librarian's Report:

Discussion held.

Committee Reports:

Buildings and Grounds: Discussion held.

Finance: No report.

Personnel: Discussion held.

Unfinished Business:

Landscaping ideas/proposals tabled.

Motion Rutherford to approve the updated Personnel Policy's FMLA section. Second Stine. Motion carried.

New Business:

Motion Stine to increase Bri's hourly wage. Second Pygott. Motion carried.

Motion Stine to make the Children's Assistant position full time with appropriate pay increase. Second Pygott. Motion carried.

Motion Pygott to fill the vacant full time Library Assistant-Circulation position with internal candidate with appropriate pay increase. Second Brunner. Motion carried.

Motion Pygott to move Amanda to the vacant clerk position with the appropriate pay increase, Second Brunner. Motion carried.

Motion Stine to approve the Guns on Library Property Policy. Second Trusner. Motion carried.

Motion Stine to accept the snow removal contract. Second Jesse. Motion carried.

Motion Stine to give full time staff a \$50 bonus and part time staff a \$25 bonus. Second Brunner. Motion carried.

Motion Stine to participate in the 3M Cloud eBook program. Second Trusner. Motion carried.

Strategic Plan discussion held.

Adjournment

Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Andrea Trusner

Mt. Zion District Library Board Secretary