



**MONROE  
PUBLIC  
LIBRARY**

*A Place to Gather & Grow*

# Board of Trustees Meeting

September 17, 2015

<b>Members :</b>	PRESENT	ABSENT
Dan Bartholf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nicole Cummings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daniel Harrigan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Terry Hyland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Susan Jevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leslie Nider	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Porter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cathy Timm	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Staff:</b>		
Brooke Bauman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Call to Order:**

President Neuenschwander called the September 17th meeting to order at 7:05 pm with a quorum present.

**Approval of Agenda:**

Trustee Bartholf made a motion approve the agenda as presented. Trustee Hyland seconded the motion. Motion carried unanimously.

**Board of Trustees Applicant Interviews**

Interviews were conducted.

**Public Comment:**

None.

**Board Correspondence:**

None.

**Approval of Minutes**

Trustee Hyland made a motion to approve the minutes as presented. Trustee Jevens seconded the motion. The motion carried unanimously.

### **Director's Report:**

The Director's Report, including the Youth Services and Teen updates, was reviewed and discussion was held.

### **Friends Group Report:**

The Friends did a walk-through of the scavenger hunt during their meeting.

### **Financial Review:**

The financial reports were reviewed with the following balances:

The LGIP account balance was reported at \$ 212,494.69.

The MPL Gift & Special Fund account balance was reported at \$ 9,565.55.

The SCLS Foundation report balance was reported at \$ 563.88.

The list of invoices was distributed.

Trustee Bartholf made a motion to approve the invoices as presented. Trustee Cummings seconded the motion. The motion carried unanimously.

### **Unfinished Business: Approval of Job Description for Librarian Vacancy**

Suzann distributed a slightly-revised job description to replace one distributed in the board packet.

Due to severe weather, the Board relocated to the basement. President Neuenschwander left the meeting. Trustee Hyland assumed the duties of President in his absence. The job description was discussed and a motion made to approve the job description by Trustee Porter, second by Trustee Jevens. Motion was passed unanimously.

### **Editing and Approval of Professional Staff Compensation Plan**

After discussion, the Board agreed with Suzann's recommendation to form an ad hoc Board committee to work on the plan in light of the complicated issues involved. The Board set a starting salary range of \$38-42k for the new position.

### **Recommendation for Appointment to the Board of Trustees**

Discussion of the merits of interviewed applicants was discussed. Motion made to recommend Sarah Wilke for appointment by Trustee Bartholf, seconded by Trustee Nider. Motion was passed unanimously.

### **Appointment of Board Trustee Officers**

Trustee Hyland agreed to continue as Vice-president. Trustee Neuenschwander was not present, so he was selected as President, again. Trustee Cummings volunteered to be Financial Secretary. Motion to accept this slate of candidates was made by Trustee Bartholf, second by Trustee Jevens. Motion was passed unanimously.

### **Business from Trustees:**

Next meeting is October 15<sup>th</sup>.

### **Adjournment:**

Trustee Jevens made a motion to adjourn at 8:35 pm. Trustee Hyland seconded the motion. Motion carried.