

**STINSON MEMORIAL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Date: February 28, 2022

Time: 5:00 PM

Location: Stinson Memorial Library Auditorium

The meeting was called to order by Don Burnett at 5:09 p.m. Upon roll call the following members were present: John Hughey, Jan Hunter, Misty Yates, Marilyn Keller, and Dr. Dee Blakely. Also Present was Sarah Watkins, Library Director

RECOGNITION OF VISITORS: Beth Sisler

NOMINATION MADE BY HUGHEY SECONDED BY BLAKELY to appoint Misty Yates as the Board of Trustees Secretary. **Motion carried.**

MOTION MADE BY HUNTER SECONDED BY KELLER to approve the January 31, 2022 Minutes with the correction to the friend's donations from \$100 to \$1000. **Motion carried.**

MOTION MADE BY BURNETT, SECONDED BY HUNTER to approve the January 2022 Treasurer's Report. **Motion carried.**

MOTION MADE BY HUGHEY, SECONDED BY KELLER to pay the January 2022 bills. **Motion carried.**

The following items from the agenda were presented:

1. Itemized expenditure report – The report was presented and will be maintained at the library and available to the public upon request. **MOTION MADE BY HUNTER, SECONDED BY BURNETT** to approve the Itemized expenditure report. **Motion carried**
2. Statement of Economic Interest – The paperwork was distributed to board members in order to file prior to April 1, 2022.
3. Hot Water Heater - Quotes on the replacement of the hot water heater were presented. **MOTION MADE BY HUGHEY, SECONDED BY KELLER** to Accept the bid from Sullivan Plumbing to replace and update the hot water heater for \$1668.55. **Motion carried**

4. Executive Order Changes - **MOTION MADE BY HUNTER, SECONDED BY YATES** to accept proposed changes and expansion of services based on new masking recommendations. **Motion carried.**
5. Kay Schafer Memorial Fund – Beth Sisler, Children’s Librarian made a proposal for using the funds to update the Children’s Room by introducing tablets and updating the non-fiction area. **MOTION MADE BY BURNETT, SECONDED BY HUGHEY**
6. Library Director Report – Sarah reported on library statistics, paperwork filed, director and staff training, library closures, programs, collection updates and upcoming events.
7. Friends of the Library Report – Marilyn Keller reported the Friends made approximately \$1000 at the February book sale - \$60 was from new membership.
8. **MOTION MADE BY HUGHEY, SECONDED BY KELLER AT 6:03 P.M.** to enter closed Session: For the purpose of personnel employment, compensation, discipline, performance, resignation, dismissal, and/or pending or potential litigation: **Motion carried. MOTION MADE BY HUGHEY, SECONDED BY YATES AT 6:20 P.M.** to leave closed session.
9. Benefit Policy - **MOTION MADE BY KELLER, SECONDED BY HUNTER** to adopt proposed staff benefit changes. **Motion carried**
10. Open Trustee Position - **MOTION MADE BY HUGHEY, SECONDED BY KELLER** to appoint Shirley Harris to fill the open Board vacancy. **Motion carried**
11. Other Business - none
12. **MOTION MADE BY HUNTER, SECONDED BY HUGHEY** to adjourn at 6:22 p.m. **Motion carried**

Don Burnett, President

Misty Yates, Secretary