

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

**Date: November 28, 2022**

**Time: 5:00 PM**

**Location: Stinson Memorial Public Library Auditorium**

The meeting was called to order at 5:00 p.m. by Don Burnett.

Members Present: Don Burnett, John Hughey, Jan Hunter, Marilyn Keller, Shirley Harris, and Dee Blakely. Absent were: Misty Yates. Also present, Sarah Watkins, Library Director. – Minutes Presented by Sarah Watkins

**RECOGNITION OF VISITORS:** none

**MOTION MADE BY HARRIS SECONDED BY HUNTER** to approve the October 31, 2022 minutes. **Motion carried.**

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

**MOTION MADE BY HARRIS, SECONDED BY HUNTER** to approve the October 2022 bills. **Motion carried.**

The following items from the agenda were presented:

1. The Annual Financial Report was presented. **MOTION MADE BY HARRIS SECONDED BY HUGHEY** to approve with amendments to dates. **Motion carried.**
2. Board of Trustee Meeting Dates for 2023 were presented. **MOTION MADE BY BLAKLEY SECONDED BY HUNTER** to approve services at a cost of \$3,540.00. **Motion carried.**
3. Library Holiday Dates 2022 - 2023 were presented. **MOTION MADE BY HUGHEY SECONDED BY HUNTER** to approve presented dates with the contingent to give an average pay to all employees for holidays that land on Sunday's and the holiday is not observed the prior or following day. **Motion carried.**
4. Library Director Evaluations sheets were discussed. **Tabled.**
5. Library Directors Report – Circulation Statistics, programs, training and updates were presented. The digital resources are still being used frequently but not as

prominently as in summer. Story Time and Project Next Generation programs had started back up during October. A community service worker had repainted the front door mailbox and old drop box. Staff attended a virtual conference presented by IHLS.

6. Friends of the Library Report – was presented by Jan Hunter. Membership had reached 40 annual members and 92 lifetime members. The friends were looking into engraving a memorial bench for Lisa however, after checking around they decided to get a plaque that could be engraved and mounted to the bench. The Friends contributed \$300 to staff bonuses for the Holiday season and their next book sale is February 10-12. They will not meet in December.
7. Closed Session: For the purpose of personnel employment, compensation, discipline, performance, resignation, dismissal, and/or pending or potential litigation. **MOTION MADE BY KELLER AT 5:45 P.M. SECONDED BY HUNTER** to enter into closed session. **Motion passed.**
8. **MOTION MADE AT 5:47 BY BLAKELY SECONDED BY HARRIS** to leave closed session. **Motion passed.**
9. **MOTION MADE BY BLAKELY SECONDED BY KELLER** to approve 2023 staff salary rates.
10. **MOTION MADE BY HUGHEY SECONDED BY HARRIS** to approve contribution to staff bonuses.
11. **MOTION MADE BY HUGHEY SECONDED BY KELLER** to accept resignation of Allen Stanley as General Maintenance.
12. Communication between the Board and Library Director – Landscaping direction was given and Sarah was asked to look into striping the parking lot on W. High St.
13. **MOTION MADE BY HUNTER, SECONDED BY HARRIS** to adjourn at 6:07 p.m. **Motion carried.**

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Don Burnett, President

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Misty Yates, Secretary