

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

**Date: February 1, 2023**

**Time: 5:00 PM**

**Location: Stinson Memorial Public Library Auditorium**

The meeting was called to order at 5:10 p.m. by Don Burnett.

Members Present: Don Burnett, John Hughey, Misty Yates, Jan Hunter, Marilyn Keller, Shirley Harris, and Dee Blakely. Absent were: none. Also present, Sarah Watkins, Library Director

**RECOGNITION OF VISITORS:** none

**MOTION MADE BY BLAKELY SECONDED BY HUNTER** to approve the November 28, 2022 minutes. **Motion carried.**

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

**MOTION MADE BY BLAKELY, SECONDED BY HARRIS** to approve the November & December 2022 bills. **Motion carried.**

The following items from the agenda were presented:

1. A written library Disaster Plan was presented. **MOTION MADE BY HARRIS SECONDED BY KELLER** to include Disaster Plan in Stinson Library Policy Handbook. **Motion carried.**
2. Two carpet cleaning quotes for Cobden Branch Library were presented. **MOTION MADE BY HUGHEY SECONDED BY BLAKELY** to have the carpets cleaned by Mark Hathy. **Motion carried.**
3. Two quotes for gutter cleaning services were received. **MOTION MADE BY HUNTER SECONDED BY HARRIS** to have the gutters cleaned by Judge Services. **Motion carried.**
4. Limestone cleaning was discussed and quote was received from Judge. More information will be gathered prior to taking action.
5. Staff computer replacement options were presented. **MOTION MADE BY HARRIS SECONDED BY BLAKELY** to replace three staff computers with Lenovo M80s. **Motion carried**

6. Facility projects for Maintenance and Community Service worker were presented. Funds will be requested through the Friends in order to fund the projects. **MOTION MADE BY HUGHEY SECONDED BY HARRIS** to approve projects #1, 2, 3, 4, & 7
7. Library Directors Report was presented by Sarah Watkins.
8. Friends of the Library Report was presented by Marilyn Keller. The friends reported having over \$10,000 in their fund for projects. The next book sale is set for February 10, 11 & 12 and the group has found a place to donate leftover books.
9. Closed Session: For the purpose of personnel employment, compensation, discipline, performance, resignation, dismissal, and/or pending or potential litigation. **MOTION MADE BY HUGHEY AT 6:16 P.M. SECONDED BY KELLER** to enter into closed session. **Motion passed.**
10. **MOTION MADE AT 6:26 BY HUNTER SECONDED BY KELLER** to leave closed session. **Motion passed.**
11. **MOTION MADE BY HUGHEY SECONDED BY HARRIS** to accept Allen Stanley's resignation.
12. **MOTION MADE BY BLAKELY SECONDED BY HUNTER** to hire Rick Wright as Custodian for 18 hours per week \$15 per hour.
13. **MOTION MADE BY KELLER SECONDED BY HUNTER** to approve Sarah's maternity leave.
14. **MOTION MADE BY HUNTER, SECONDED BY HARRIS** to adjourn at 6:35 p.m. **Motion carried.**

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Don Burnett, President

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Misty Yates, Secretary