



Board of Trustees

Kenneth A. Bearden
Carolyn A. Harris
Maria L. Lanstra
Paula E. Neuman
Janice C. Wilson

Library Director

Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Monday, March 13, 2023 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden
Carolyn Harris
Maria Lanstra
Paula Neuman
Janice Wilson
Library Director: Laura Gramlich
Administrative Assistant: Joann Hedger

I. The regular meeting was called to order at 3:30 pm by President Lanstra

II. **MINUTES** Motion to approve the minutes from the February 13, 2023 regular board meeting; moved by Paula Neuman, seconded by Kenneth Bearden
Without exception, roll attached

III. **HEARING OF THE PUBLIC** There were no members of the public in attendance.

IV. **REPORTS**

Laura was directed to list her days off with the events list in her report.

Paula Neuman made a motion to accept the Director's & Staff Reports, Kenneth Bearden seconded. Without exception, roll attached

V. **UNFINISHED BUSINESS**

- A. **Front Porch Repair & Staff Entrance** Laura found out Wayne no longer works for Tom Roberts Architects. She has contacted both Tom Roberts and Brian Mooney about scheduling a meeting for Tom to review Integrity's work.
- B. **Renovation of the Main Library** Laura, Paula Neuman and Maria Lanstra have met with one designer so far.
- C. **Grace Powell Donation**
- D. **Replacing Board Member** One application has been turned in. Board members stated whoever they choose should be neutral to the city and school district. Laura was given the application to pass out if there are inquiries.
- E. **Director's Evaluation** All Board members have a copy of the final evaluation. The Board discussed the evaluation with Laura.

Paula Neuman made a motion to approve the Director's Evaluation. Kenneth Bearden seconded. AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none

Motion passed

VI. NEW BUSINESS

A. FY 2023-24 Budget - Salaries This is the first discussion of next year's budget by the Board. The board turned down Jakki's request to work part time and the idea of hiring an additional full time youth librarian to start in the next fiscal year. It was decided that Laura, Jakki, and Lynne will increase to their next steps. Kelly will receive a one-time bonus of 1.4% of her current salary. Jayne will receive a 1.4% salary increase and Joann will receive a 2.5% salary increase. There will be no wage increase given to substitute librarians. Pages and Library Assistants will both receive 50 cent an hour raises and Library Assistants, who work 20 hours a week, will also receive one extra floating holiday. Laura will make a salary sheet for approval at next month's meeting.

B. Library Roof Laura discussed problems that occurred concerning the flat roof on the main library and the roof near the bell tower.

VII. BOARD MEMBER CONCERNS

The Board decided we may need a handyman to take care of some different building issues. Kenneth Bearden stated he would check with the school's facilities manager to see if one of their maintenance people would be interested.

VIII. FINANCIAL REPORTS

Paula Neuman made a motion to approve expenditures of \$62,084.35 representing pay roll, checks written and bank debits from February 9 – March 8, 2023. Kenneth Bearden seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none

Motion passed

IX. COMMUNICATIONS

A. William Look- Dawidko Trust Laura reported that there is still no information on the amount we will be receiving from the trust.

X. ADJOURNMENT

Paula Neuman made a motion to adjourn the regular meeting; Kenneth Bearden seconded it. Meeting adjourned at 5:30 p.m.

The next meeting will take place on Monday, April 10, 2023 at 3:30 p.m.

Joann Hedger,
For Kenneth Bearden, Secretary
March 13, 2023