

Your Home Public Library Board of Trustees Meeting

Meeting Minutes October 13, 2015

Attendees: Director Tillinghast, L. Bryan, D. Bartlow, R. Deemie, E.D. Knight, S. Maximiek

Guests: None.

Call to Order: 5:32 p.m.

Receiving of Visitors: None

Approval of Minutes from September 2015 Regular Meeting & Special Meeting:

Regular meeting minutes approved: D. Bartlow, seconded by E.D. Knight.

Special meeting minutes approved with corrections: E.D. Knight, seconded by L. Bryan.

Communications/Correspondence: None

Approval of Claims and Budget: R. Deemie moved to approve the claims; S. Maximiek seconded.

Library Director's Report: Director Tillinghast discussed change in Personnel Policy regarding retirement health coverage to those staff close to retirement age; no concerns were brought up. Earlier issues concerning questions about health care deductibles addressed. Friends group has a quilt fundraiser going on (quilt from L. Bryan and Eagle Eye Quilting) and selling t-shirts (Director Tillinghast bought t-shirts for all staff).

Library closing dates 2016: S. Maximiek motioned to approve, E.D. Knight seconded.

Library Board meeting dates 2016: L. Bryan motioned to approve, D. Bartlow seconded.

Director Tillinghast discussed concerned that the timing of the voucher payments is not always working for some utilities, leading to late payment notices, etc.

Motion: S. Maximiek moves that the Director has the authority to pay routine utility payments monthly prior to the Board approving the vouchers. E.D. Knight seconds, all approves. It is noted that the Fiscal Policy will have to be revised appropriately.

Library insurance for contents: The building is covered under the Village insurance, however, the contents are not. Director Tillinghast is going to have multiple quotes in hand at our next meeting so the Board can make a choice on what policy to purchase.

Committee Reports:

Building and Grounds: D. Bartlow and E.D. Knight submitted their summary of building problems.

Village Issues: none

Budget: none

Long Range Plan: Motion to approve updated Long Range Plan to the end of the FY 2016. L. Bryan motion to approve; D. Bartlow seconded.

Personnel Policies. See Old Business

Old Business

General Personnel Policies 300-1 . S. Maximiek moves to table until the next meeting.

Executive Session

L. Bryan moves to go into an executive session in contemplation of litigation. E.D. Knight seconds. All approves.

Executive session entered at 6:48 p.m.

There were no motions made during this session.

Executive session ended at 7:15 p.m.

General Meeting Adjournment at 7:16 p.m.

Next Meeting: Monday, November 9, 2015 in the Downstairs Meeting Room