

Gas City-Mill Township Public Library
Minutes of the Board of Directors Meeting

Approved on November 19, 2019

Call to Order:

The Gas City-Mill Township Public Library Board was called to order on November 19, 2019 at 6:35 pm by President Candace Eck in the library meeting room. In attendance were President Candace Eck, Vice President Carolyn Gaskin, Treasurer April Dickey, Secretary Theresa Leffler, Member Tim Luckey, Member Teresa Fratus, Member Mary Stultz, Director Jessi Brown, and Business Manager Jennifer Vermilion.

Minutes:

The minutes of the October 15, 2019 Board of Directors meeting, the minutes of the October 15, 2019 Budget Adoption Hearing meeting, and the minutes of the November 12, 2019 Executive Session were approved on a motion by T. Fratus and a second by A. Dickey. The motion was unanimously approved.

Reading of the Treasurer's Report:

A. Dickey presented the treasurer's report. See attached.

Approval of the Bills:

Claims numbering 486-565 were presented for approval. On a motion by C. Gaskin and a second by T. Fratus, the claims were unanimously approved.

Report of the Librarian:

Director J. Brown presented the librarian's report. See attached.

Committee Reports:

No committee reports were heard.

Communications:

No communications were heard.

Unfinished Business:

- a. Approval of Parental Leave Policy. On a motion by M. Stultz and a second by A. Dickey the policy was accepted as amended. The motion was unanimously approved.
- b. Building Updates. Rearranged of shelving completed. Drop box installed and last check from insurance received. Phone system in the process of being changed.
- c. Other.
None.

New Business:

- a. Library Closed Hours for 2020.

See attached. On a motion by T. Fratus and a second by T. Leffler, the 2020 Library Closed Hours was accepted with the following amendments: Wednesday before Thanksgiving, close at 5:00pm. Closed Thanksgiving Day with employees being paid. Closed day after Thanksgiving without pay. Open Saturday after Thanksgiving, normal hours. The motion was unanimously approved.

- b. Salary Schedule for 2020.

See attached. Motion by M. Stultz and a second by C. Gaskin to approve salary as presented. The motion was unanimously approved.

- c. MyLibrary Rewards Renewal.

Cost for annual renewal was \$1,895. Board decided not to renew. Patrons will be told.

- d. Other.

On a motion by M. Stultz and a second by T. Fratus, approved hiring of Josh Rojas as Library Assistant. The motion was unanimously approved.

Public Input:

No members of the public gave input.

Adjournment:

On a motion by A. Dickey, the meeting was adjourned at 7:54pm.

Teresa Fratus - acting secretary
Cardace Eck, Pres