

**Gas City-Mill Township Public Library**  
**Minutes of the Board of Directors Meeting**  
**Held on June 23, 2020**

**Call to Order:**

The Gas City-Mill Township Public Library Board was called to order on June 23, 2020 at 6:30 pm by President Carolyn Gaskin in the library meeting room. In attendance were President Carolyn Gaskin, Vice President Teresa Fratus, Treasurer April Dickey, Member Mary Stultz, Member Tim Luckey, Business Manager Jennifer Vermilion, and Secretary Theresa Leffler. Absent was Member Lucas Moon and Director Jessi Brown.

**Minutes:**

The minutes of the May 26, 2020 Board of Directors meeting were approved on a motion by A. Dickey and a second by T. Fratus. 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 166-204 were presented for approval. On a motion by T. Fratus and a second by M. Stultz the claims were unanimously approved.

**Report of the Librarian:**

Business Manager Jennifer Vermilion presented the librarian's report. See attached.

**Committee Reports:**

Personnel Committee met on June 2, 2020 and discussed personnel policy.

**Communications:**

None.

**Unfinished Business:**

Sharps containers will be removed from all bathrooms.

**New Business:**

- a. Amended Paid Time Off Policy – Exempt/Non-exempt differentiation. See Attached. A motion to adopt the Amended Paid Time Off Policy as presented was made by T. Fratus and a second by M. Stultz. The motion was unanimously approved.
- b. Jesse Brown Resignation. A motion to accept Jesse Brown's resignation effective July 26, 2020 was made by A. Dickey and a second by T. Luckey. The motion was unanimously approved.

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- c. Jennifer Vermilion Hiring. A motion to hire Jennifer Vermilion as Director of Library at an annual salary of \$53,000 plus benefits was made by M. Stultz and a second by T. Fratus. The motion was unanimously approved.
  
- d. Parking lot seal/repairs or lines. J. Vermilion will obtain estimates and present at next board meeting.

**Public Input:**

No members of the public gave input.

**Adjournment:**

On a motion by T. Leffler. Stultz, the meeting was adjourned at 7:14 pm.

Carolyn Gaskin  
Theresa Leffler