Opening of Meeting

A. Brooke Sievers called the meeting to order at 7:00 pm.


C. Beribak made a motion to approve the agenda for the March 21, 2022, Board meeting, as submitted. Bramwell seconded the motion and it carried.

D. Murray made a motion to approve the February 21, 2022, Board meeting minutes, as amended. Bramwell seconded the motion and it carried.

Reports

A. Director’s Report: The Saint Patrick’s Day parade was a big success. Staff are catching up with orders and spending for circulation. Building and grounds funds will be close to exhausted by the end of the fiscal year. $11,000 of furniture will be arriving next week.

B. Treasurer’s Report: Report was hand written due to a computer error

C. Board Committee Reports: Finance met 03/08

D. Trustee Reports: trustee’s will begin sharing how they use the library next month

E. Discussion of Director’s Job Description: Update on “physical plant” maintenance to better reflect the Director’s duties. HR responsibilities, maintain data and statistics,
advocate for personnel, collections, and mission. Plan and coordinate staff training/professional development. Physical demands section to be included. FOIA officer (add'l responsibilities), records retention

F. Public Comment: none

**Old Business**
None

**New Business**

A. Bramwell made a motion to approve the payment of bills in the amount of $66,825.68. Leonard seconded the motion and it carried.

Beribak aye Murray aye
Bramwell aye Pekoll aye
Leonard aye Sievers aye

B. Pekoll made a motion to approve the payment of the 3/25/22 and 4/8/22, payrolls. Leonard seconded the motion and it carried.

Beribak aye Murray aye
Bramwell aye Pekoll aye
Leonard aye Sievers aye

C. Bramwell made a motion to approve reimbursement to staff S. Lavin $23.16 as submitted. Beribak seconded the motion and it carried.

Beribak aye Murray aye
Bramwell aye Pekoll aye
Leonard aye Sievers aye

D. Beribak made a motion to approve the addition of a Full Time Safety Coordinator and the position’s job description, as submitted. Leonard seconded the motion and it carried.

Beribak aye Murray aye
E. Beribak made a motion to approve the addition of a second part-time Safety Coordinator, as submitted. Bramwell seconded the motion and it failed.

Beribak nay Murray nay
Bramwell nay Pekoll nay
Leonard nay Sievers nay

F. Murray made a motion to approve the 2022/23 Working Budget and Capital Budget, as submitted. Leonard seconded the motion and it carried.

Beribak aye Murray aye
Bramwell aye Pekoll aye
Leonard aye Sievers aye

G. Pekoll made a motion to approve the Appropriations Resolution 022/001, as submitted. Bramwell seconded the motion and it carried.

Beribak aye Murray aye
Bramwell aye Pekoll aye
Leonard aye Sievers aye

H. Discussion of Safety Coordinator[s] position and description: Full time and add’l part time (25 hours). Full time will likely be a more committed person to the position. Ideally Safety Coordinator will report to the newly created Assistant Director position. Budget discussion: many circ lines are compressed and reorganized. Payroll may rise more than expected because of the ongoing inflation, and the budget line reflects a cushion for these uncertainties. Anne K Emory, depict studies; webinars available on RAILS for data visualization charts for budget descriptions. Appropriation discussion: estimation of possible spending, does not reflect actual budget
No executive session

Adjournment

Sievers adjourned the meeting at 8:10 pm by unanimous consent.

Beribak     aye     Murray     aye
Bramwell    aye     Pekoll     aye
Leonard     aye     Sievers    aye

Respectfully submitted,
James Pekoll, Secretary