Freeburg Area Library District Board of Trustees Meeting

June 28, 2016

Regular Board Meeting called to order at 7 p.m. by President Vicki Helms.

Roll Call; Dora Becker \_P\_, Tracey Drennen-Alexander \_\_P\_\_, Terry Groth \_P\_.

Vicki Helms \_P\_, Heather Humphries \_A\_, Ron Stellhorn \_P\_, Holly Zipfel \_P\_\_.

\_\_6\_\_ Present.\_\_1\_\_ Absent. Director Kristin Green was present

**Recognition of Visitors and Comments from the Public.** None

**Minutes from May 24, 2016 were reviewed.**

Motion made by Dora Becker to accept the May 24, 2016 minutes as presented, Seconded by Tracey Drennen-Alexander. Vote; \_\_6\_\_Ayes, \_0\_\_ Nays, Absent\_\_1\_\_. Motion carried.

**Minutes from Special Board Meeting May 11, 2016 were reviewed.**

Motion made by Tracey Drennen-Alexander to accept the May 11,2016 minutes as presented, Seconded by Dora Becker Vote; \_\_6\_\_Ayes, \_\_0\_ Nays, Absent\_\_1\_\_. Motion carried.

**Treasurer’s Report:** The report was reviewed with no additions or corrections. Placed on file for audit.

**Monthly Bills:** Motion by Terry Groth to approve the payment of all bills as presented, Seconded by Tracey Drennen-Alexander. Roll Call: Dora Becker\_\_A\_ , Tracey Drennen-Alexander\_\_A\_, Terry Groth\_\_A\_, Vicki Helms\_\_A\_\_\_ , Heather Humphries \_\_Absent\_\_, Ron Stellhorn \_\_A\_\_\_\_, Holly Zipfel \_\_A\_\_ . \_\_6\_\_Ayes, \_\_0\_\_Nays, Absent\_\_1\_\_\_ Motion Carried.

**Director’s and Youth Services Reports:**  Director’s report by Director Kristin Green. Accepted as presented. See attached Director’s report

**Youth Services Report:** See attached written report by Karen Voelker, Youth Services Coordinator. Accepted as presented

**Correspondence:** No correspondence received.

**Unfinished Business:**

**New Business:**

**1. Ordinance 2016-1 Prevailing Wage Act**

Motion made by Dora Becker to pass Ordinance 2016-1 Prevailing Wage Act by title only Seconded by Tracey Drennen-Alexander Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather HumphriesAbsent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_.

\_\_6\_\_ Ayes. \_\_0\_\_\_ Nays\_\_1\_\_ Absent. Motion carried

**2. Approve the printing of the Budget and Appropriation Ordinance Hearing Notice.** Motion made by Terry Groth to approve the printing of the Budget and Appropriation Ordinance Hearing notice signed by Secretary and notice to be sent to Freeburg Tribune July 15th and published on July 21, 2016. Seconded by Tracey Drennen-Alexander. Vote; Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_ .Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_.\_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_1\_\_\_Absent. Motion Carried.

**3. Finance Committee Recommendations FY2016/2017**

**FCR 1 Motion to close the library on Wednesdays beginning August 1, 2016 through May 31, 2017 due to low patron attendance and no staff will be working and re-open on Wednesdays, June 1, 2017 to July 31, 2017, for summer reading program** by Dora Becker. Seconded by Terry Groth. Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_\_1\_\_Absent. Motion Carried

**FCR 2 Motion to change the full time Youth Services Coordinator position from salary to hourly effective August 1, 2016 and the position would require 28-32 hours per week by** Dora Becker. Seconded Tracey Drennen-Alexander. Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_\_1\_\_Absent. Motion Carried

**FCR 3 Motion to approve the following hourly pay per hour effective July 1, 2016: Candace Hancock, $.50; Verlene Harris, $.25; Joyce Ingold, $.40; Michelle Likert, $.40; Linda Locke, $.35; Jessica Yates, $.25; Karen Voelker, $.30;. Library Director, no pay increase but two (2) additional vacation days and one (1) additional sick day maxed to twenty (20) days by** Dora Becker. Seconded by Tracey Drennen-Alexander. After discussion motion was amended to **Library Director, no pay increase but six (6) additional vacation days and one (1) additional sick day maxed to twenty (20) days** by Terry Groth. Seconded by Tracey Drennen-Alexander.

Roll Call; Dora Becker \_N\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_5\_\_Ayes\_\_1\_\_ Nays. \_\_\_1\_\_Absent. Motion Carried

**FCR 4 Motion to cap the following hourly positions effective 2017: Youth Services Coordinator to $15.00; Circulation Supervisor to $15.00; Circulation Specialist to $12.00; Library Director $28.00** by Dora Becker. Seconded by Tracey Drennen-Alexander.

Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_\_1\_\_Absent. Motion Carried

**FCR 5 Motion to approve the following additional days to be closed (in addition to the regular holiday days closed): New Years Eve, Martin Luther King Day and Presidents Day due to low patron attendance** by Dora Becker. Seconded by Terry Groth.

Roll Call; Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_\_1\_\_Absent. Motion Carried

**4. Policy: New Hours of Operations: Monday 9 a.m. - 5 p.m.; Tuesday 9 a.m. -7 p.m.; Wednesday Closed (except June and July 9 a.m.-5 p.m. 2017, starting June 7, 2017 and ending July 26, 2017) Thursday 9 a.m. - 7 p.m.; Friday 9 a.m.- 5 p.m.; Saturday 9 a.m. - Noon.** Motion made by Terry Groth to approve new hours. Seconded by Tracey Drennen-Alexander. Vote; \_\_6\_\_Ayes\_\_0\_\_ Nays. \_\_1\_\_\_Absent. Motion Carried

**5. Policy: Holiday Closings for the FY2016/2017 See motion in FCR 5**

**6. Bike Rack & Bench for Library parking lot.**

Motion by Terry Groth to purchase bike rack, and bench in black plus plaque. Funding to be from Shirley Baumgarte Memorial Fund and Dora Becker in Honor Fund but not to exceed $950.00. Seconded by Tracey Drennen-Alexander.

Roll Call; Dora Becker Abstained, Tracey Drennen-Alexander \_\_A\_\_, Terry Groth \_\_ A\_\_ Vicki Helms \_A\_, Heather Humphries Absent, Ron Stellhorn \_A\_, Holly Zipfel \_\_A\_. \_\_5\_\_Ayes\_\_0\_\_ Nays. \_\_\_1\_\_ Abstain. \_\_1\_\_\_Absent. Motion Carried

**7. Board Questions or Concerns: None**

**Next Board Meeting July 26, 2016**

Terry Groth moved to adjourn the meeting at 8:15 p.m. Seconded by Tracey Drennen-Alexander. Vote: \_\_6\_\_Ayes\_\_\_0\_ Nays. \_\_\_1\_\_Absent. Motion Carried.

Respectfully submitted,

Hollace “Holly” Zipfel

Secretary

Trustee Training Academy Video: “Working with Friends” was presented by Kristin Green, Library Director ; Those in attendance were Dora Becker, Terry Groth, Vicki Helms, Ron Stellhorn, Holly Zipfel. Heather Humphries absent and Tracey Drennen-Alexander unable to stay.