

GRAFTON-MIDVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING

December 12, 2023

President Joe Urig called to order the regular meeting of the Grafton-Midview Public Library Board of Trustees at 7:05 pm. Roll call: Joe Urig, Mindy Harris, Evelyn Hemmingsen, Ted Schriver, Corey Heredos and Clare Gallaher. Library Director Adele Infante, Fiscal Officer Lorie Scheer, and staff member John Kenny also attended. Angela Carter arrived at 7:12 pm.

Adjustments to the Agenda

None

Recognition of Visitors

None

Comments by the President

President Joe Urig expressed holiday wishes to those in attendance and apologized for missing Old Fashioned Christmas due to illness.

Public Comments

None

Meeting Minutes

Mindy Harris moved, and Evelyn Hemmingsen seconded to accept Resolution # 23-12-2, approving the minutes from the Board of Trustees Regular Meeting on November 14, 2023. All voted aye. Motion carried.

Fiscal Officer's Report

Lorie Scheer presented and reviewed the following financial reports at the meeting: Bank Report, Revenue Report, Expense Report, and Check Register for November 2023. Discussion followed.

President Joe Urig stated that the November 2023 financial reports were received, reviewed, and ready to file for audit.

Clare Gallaher moved and Ted Schriver seconded, to accept Resolution # 23-12-3, approving the transfer of \$500,000 from the General Fund to the Building Fund. All voted aye. Motion carried.

Lorie Scheer noted changes in the 2024 Temporary Appropriations Budget. Discussion followed.

Evelyn Hemmingsen moved, and Ted Schriver seconded, to accept Resolution # 23-12-4, approving the 2024 Temporary Appropriations Budget. All voted aye. Motion carried.

Director's Report

Adele Infante reviewed the new organizational chart for the library and noted unfilled positions. Discussion followed.

Adele reported on the first two focus group meetings with Pat Callahan from Studio GC to discuss future library expansion. On December 5, these first two sessions targeted seniors and took place during the *Always Learning at the Library* program and at the Friends' meeting. The combined total from the meetings amounted to about 40 patrons. Three additional focus group sessions targeted at younger patrons are planned for January and February. Discussion followed.

Personnel Committee

Angela Carter reviewed changes in the personnel policy and recommended the adoption of these revisions.

Clare Gallaher motioned, and Corey Heredos seconded, to accept Resolution # 23-12-5, approving the adoption of the recommended changes to the personnel policy. All aye. Motion carried.

Angela Carter reviewed health insurance options and compared the different plans available to employees. Discussion followed.

Clare Gallaher motioned, and Evelyn Hemmingsen approved, to accept Resolution 23-12-6, approving the change in health insurance coverage to option 3 on the contribution page. All voted aye. Motion carried.

Angela Carter moved, and Mindy Harris seconded, to accept Resolution # 23-12-7, approving a 3 percent market adjustment increase for all Library employees in 2024. All voted aye. Motion carried.

Angela Carter moved, and Corey Heredos seconded, to accept Resolution # 23-12-8, approving the allocation of up to \$15,000 for merit raises in 2024. All voted aye. Motion carried.

Angela Carter moved, and Mindy Harris seconded, to accept Resolution # 23-12-9, approving a holiday bonus to net \$100 for all holiday and salaried employees. All voted aye. Motion carried.

Executive Session

Joe Urig requested the Board to enter executive session at 8:08 pm.

Angela Carter moved, and Clare Gallaher seconded to accept Resolution #23-12-10, agreeing to enter executive session to discuss salaries.

Roll call vote:	<u>Aye</u>	<u>No</u>
Joe Urig	X	
Angela Carter	X	
Evelyn Hemmingsen	X	
Corey Heredos	X	
Ted Schriver	X	
Mindy Harris	X	
Clare Gallaher	X	

All voted aye. Motion carried.

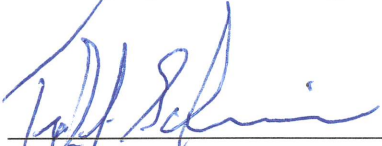
The Board came out of executive session at 8:36 pm.

Angela Carter moved, and Clare seconded, to accept Resolution # 23-12-11, to extend Adele Infante's contract as Library Director effective January 1 through December 31, 2024, at a salary of \$93,750 with all other conditions of the previous contract. All voted aye. Motion carried.


Angela Carter moved, and Evelyn Hemmingsen seconded, to accept Resolution # 23-12-12, to approve a salary of \$43,100 for Lorie Scheer as Fiscal Officer for the term beginning January 1 through December 31, 2024, with all other conditions of the previous contract. All voted aye. Motion carried.

Adjournment

Joe Urig adjourned the regular meeting at 8:39 pm.



Chairperson



Attest