

**EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
MONDAY, June 19, 2017 – 6:00 PM**

Call to Order: The meeting was called to order by President Borwig at 6:11 PM.

Roll Call: Present: Borwig, Clements, Hansen, Kettwig, and Pritchett
Absent: Johnson, Nichols, and Rasanen

Approval of May 15, 2017 Monthly Meeting Minutes: Hansen moved and Kettwig seconded to approve the minutes from the May 15, 2017 meeting. Ayes – 5. The motion carried.

Approval of bills to be paid in May: Hansen moved and Clements seconded that we approve the May bills to be paid in June. Ayes -5. The motion carried.

Board member Rasanen arrived at 6:14 PM.

Treasurer's Report: Kettwig read the treasurer's report. There were no questions.

Circulation Report: The circulation report was reviewed.

Old Business: No old business to discuss.

New Business:

1. **Approval of payment in advance for end-of-month bills** – Hansen moved and Rasanen seconded that any last minutes bills be approved for payment. Ayes – 6. The motion carried.
2. **Election of officers** – Before elections took place, Jensen noted that she had spoken with Johnson and that she volunteered for the Treasurer position if nobody wanted it. Discussion was held. A slate of officers was presented as: **President, Hansen; Vice-President, Clements; Secretary, Pritchett and Treasurer, Johnson.** Rasanen moved to accept the slate of officers as presented and Borwig seconded the motion. Ayes – 6. The motion carried.
3. **Discuss and set starting wage and establish allowances for the new assistant position** – There was discussion as to where to advertise the position. Board consensus was to not use any paid forums such as the Courier or Indeed. They felt that getting it placed in free places like Facebook, Craigslist and Ziprecruiter would be sufficient. Clements recommended a \$10/hour starting wage while Hansen said \$10.37/hour was a good place to start. Discussion led them to agree on a \$10 per hour starting wage with a 90-day probation period and to get someone hired and into training as soon as possible. Rasanen moved and Borwig seconded to approve the aforementioned terms for the new assistant position. Ayes – 6. The motion carried.
4. **Discuss/Approve security camera in the library with cloud storage for one year**– Director Jensen said that with the situation that had cropped up recently and with a new person coming in to fill the position of someone who had been here long term, she thought that having a camera would not be a bad idea. With the addition of cloud storage, it would allow her to review back one week's time in the event that something happened and identification needed to be made. Director Jensen using the cameras that she was most knowledgeable about, and noted that she could get one for about \$65 with the cloud storage for a year at \$60. The low price prompted discussion about getting two. Hansen moved to approve the purchase of two cameras with cloud storage for a year and Clements seconded. Ayes – 6. The motion carried.

Discussion:

- Discussion was held about the type of retirement party and the dates that could work for Anne's outgoing. A calendar was consulted and because she retires so close to Labor Day, a solid date could not be determined. It was decided that Director Jensen would consult with Anne and see what works best for her.

Adjournment: There being no further business the meeting was adjourned at 7:12pm.

Respectfully submitted,

Shannon Jensen, Library Director