

West Branch Public Library
Board of Trustees meeting Minutes
May 9, 2019

Meeting Commenced at 6:30pm

Present: Monica Tylee, Jim Farmer, Lizabeth Osborne, Michael Sexton, Jan Jacobson & Nick Shimmin
(Director)

April Meeting Minutes: On a motion by Trustee Osborne and seconded by Trustee Farmer, the April 11, 2019 minutes were unanimously approved.

Financial Condition Report: Approved Expenditures for May 2019 - moved by Trustee Sexton and seconded by Trustee Farmer, the motion was approved unanimously.

Director's Report: Director Shimmin's report was reviewed. Several tasks are in the works for the library's planted areas as well as working towards a community garden with other groups in the community. Details on the summer library program were presented which begins at the end of May. Additional programs are being offered this summer including movies with the Hoover Presidential Library, a painting program, bingo, and paper wreaths.

Board Training Video: The board watched the sixth of several trustee-training videos.

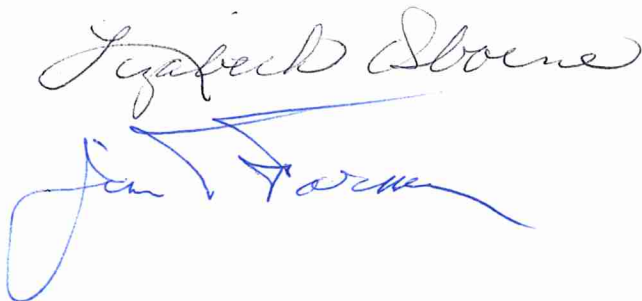
Discuss/Approve Setting the Salaries of Library Staff for Fiscal Year 2020: A 2.8% cost of living increase had been budgeted for by the city of West Branch for all employees for the upcoming fiscal year 2020. Director Shimmin presented the 2.8% changes to library staff salaries. Motion to approve the FY2020 salaries was provided by Trustee Sexton and seconded by Trustee Jacobson. The motion passed unanimously.

Discuss/Approve replacement of fire monitoring panel: The library's existing fire monitoring panel no longer functions correctly and needs to be replaced. A quote for \$5,950 was provided by Johnson Controls for a new panel which includes installation. Motion to approve the quote was provided by Trustee Jacobson and seconded by Trustee Sexton. The motion passed unanimously.

Discuss/Approve Election of Board Officers: Tabled till next meeting for additional attendance.

Next Meeting: June 13, 2019, at 6:30p.m. in the Library Community Room

Meeting adjourned at 7:25.

The image shows two handwritten signatures in blue ink. The top signature is "Lizabeth Osborne" and the bottom signature is "Jan Farmer".