

Board of Trustees Minutes  
May 8, 2019  
Graves Hume Public Library

The Board of Trustees of the Graves Hume Public Library met at 7:00 pm. Clint O'Brien was present in order to present for Edward Jones. Board members physically present were Trustees Virjean Haywood, Adriana Calamaco, Martha Schmitt, Mark Elston, Rick White, Kim Abel and Library Director Emily Kofoid.

Clint O'Brien presented a summary of library's investments with Edward Jones.

Ms Schmitt moved we accept the May board minutes. Seconded by Ms Calamaco. Motion approved.

Ms Calamaco moved we approve the May Treasurer's Report. Seconded by Ms Abel. Motion approved.

Ms Calamaco moved we approve the May Check Registry. Seconded by Ms Schmitt. Motion approved.

Correspondence: none

Director's Report:

\*Staff evaluations were done. Staff will get 3% raise in July – increments to reach minimum wage increase.

\*Director Kofoid suggested Head Librarian and Children's Librarian salary be increased 6% (3 month probation over and to correspond to staff increase.

\*Library participated in the Town Bike Rodeo.

\*Presented feedback from other libraries about purchasing library chairs.

Committees:

\*Ms Calamaco moved we keep the same directors in same officer positions. Seconded by Ms Abel. Motion approved.

\*Personnel and Policy Committee will meet May 23 to review policies.

Old Business:

\*Ms Schmitt moved board meetings be the 2<sup>nd</sup> Thursday of month at 7pm. Seconded by Ms Abel. Motion approved

\*Directors Annual Review: Board members extremely pleased with Director Kofoid's leadership.

New Business:

\*Discussion of Proposed Working Budget - will vote on this next meeting.

\*Discussion of Non Resident Fees – was raised slightly last year, so could remain the same. Freedom Township's fees for 49 patrons will remain the same.

\*Ms Calamaco moved we transfer \$2000 from account 6045 to 6040 to cover increase in new books, Seconded by Ms Abel. Motion approved

\* Ms Abel moved we transfer \$5500 from account 6015 to 6006 to cover increase in audit, Seconded by Ms Calamaco Motion approved.

\* Ms Calamaco moved we transfer \$100 from 6044 to 6013 for increased programing. Seconded by Ms Abel. Motion approved.

Ms Haywood moved we increase the Head Librarian and Children's Librarian salary 6% (90 day probation over and to correspond to staff increase). Seconded by Mr Elston. Motion approved.

Ms Haywood moved we adjourn at 8:10 pm. Seconded by Ms Schmitt. Motion approved.