

Pulaski Public Library Board Minutes
January 14, 2020

Present: Roy Randall, Elaine Delaney, Eileen Soika, Mary Williams, Robin Longley, Warren Leib (via phone).

Absent: None.

Visitors: Susan Mitchell, Jan Tighe, Liz Woods.

Vice President Roy Randall called the meeting to order at 4:00. A moment of silence was held in Jim Butler's memory.

A motion was made by Mary Williams to approve the agenda. It was seconded by Robin Longley, voted upon, and carried.

Discussed donations in Jim Butler's memory. Donations to both organizations will be made.

Public comments: none.

Minutes: A motion was made by Mary Williams to approve the December minutes. It was seconded by Eileen Soika, voted upon, and carried.

Bills to be paid: A motion was made by Mary Williams to approve payment of the bills in the amount of \$2751.33. It was seconded by Roy Randall, voted upon, and carried. Elaine Delaney requested we see a total of the page. Mary Williams asked for a motion to accept the bills with the understanding that a total would be included in the future. It was seconded by Roy Randall, voted upon, and carried.

Director's report: Lauren Rutherford reported:

- She will be submitting the 2020 Strategic Plan Draft at the February meeting.
- She is getting information from our copier company on an all-in-one printer/fax/scanner for patrons.
- Some volunteers had a SIRSI refresher on January 10.
- She will be attending the Annual Report workshop on 1/21 at which she hopes to complete the report.
- She can attend the PLA conference virtually for \$325 if approved.
- She has continued Fine Free for January.
- She has added board games to the hanging rack.
- MakerSpace is now available to be checked out and many of the items will be displayed in a glass case.
- More programming will begin in February including a vision board workshop and a book cover sewing program.
- The Teen Advisory Board will meet 1/31 as well as the As-Yet Untitled Teen Book Club.
- She has been working with Superintendent Tom Jennings on incorporating more teen activities; he will be providing busing for any after school activities.
- A creative writing workshop will be introduced in a few months.
- She proposed two services for children. Kids Yoga every Wednesday and KinderMusik for \$1200 for nine months.
- She said patrons have been really responsive on social media.

Friends report: The Friends don't meet until February 5. They have a raffle in the library until February 12. The raffles at Christmas netted almost \$450.00

Old business: Evaluation and job descriptions were reviewed with the suggestion that we eliminate the second portion of the Education/Experience Required section of the librarian job

description that refers to substituting experience for education. In regards to the evaluation form, it was suggested the director do the self evaluation first and then the board would meet to review it.

New business: Robin Longley made a motion to approve the funding of the PLA conference on February 27-28 from L-7410.404 in the amount of \$325.00. It was seconded by Mary Williams, voted upon, and carried.

Mary Williams made a motion to approve the expenditure of \$1200.00 from L-7410.406 for the KinderMusik program. It was seconded by Robin Longley, voted upon, and carried.

Robin Longley made a motion that the board go in to executive session at 4:50. Susan Mitchell was asked to stay. It was seconded by Mary Williams, voted upon, and carried. Elaine Delaney resigned from the board and left the meeting at 4:55. Robin Longley made a motion to return to regular session at 5:02. It was seconded by Roy Randall, voted upon, and carried.

Roy Randall proposed whereas allowing trustees with fiduciary responsibility for the library to serve as volunteers supervised by the library's director or staff risks a blurring of authority and responsibility; be it resolved that effective immediately, the Pulaski Public Library does not allow Trustees nor the members of trustees' households to serve as volunteers at the library for the duration of a trustee's service, plus one year; and be it further resolved that by the March 2020 meeting of the trustees, the board shall have adopted a complete written policy on the recruitment, service conditions, and management of volunteers. Robin Longley made a motion to accept the resolution. It was seconded upon by Mary Williams, voted upon, and carried.
Yes - 4 No - 0 Abstain - 1

A special meeting of the board has been set for Tuesday, February 4, 2020 at 4 p.m.

The next regular meeting will be: Tuesday, February 11, 2020 at 4 p.m.

A motion was made by Robin Longley to adjourn the meeting at 5:07. It was seconded by Mary Williams, voted upon, and carried.

Respectfully submitted,

Mary Williams