

Minutes Wells Branch Community Library Board Meeting Monday, March 1, 2009

The meeting was called to order by Lois Kantor at 6:00PM. Trustees present: Lois Kantor, Dianne Koehler, Kathleen Williams, Megan Sylvester, and Brian Coalson. Donita Carlquist, Library Director. Citizen present: Jill Traffanstedt

Items Received:

1. Citizen input.
One citizen attended, inquiring about the open board position and its responsibilities.
2. Director's report delivered by Donita Carlquist.
3. Monthly report received from Megan Sylvester, Treasurer.

Consent Items:

1. January 19th minutes were accepted as distributed.
2. Treasurer's report referred to audit.
3. Photography policy approved.
4. Personnel Policy including health care reimbursement pulled for discussion.
Megan Sylvester makes a motion to discuss the changes to the personnel policies and consider the health care reimbursement plan. Lois Kantor seconded. Discussion ensued.

Megan Sylvester made a motion to accept the health care reimbursement plan as amended. Dianne Koehler seconded. Motion passes unanimously.

Megan Sylvester made a motion to accept the Personnel Policy. Lois Kantor seconded. Motion passes unanimously.

Action Items:

1. **Call Trustees Election for May 2010.**
Lois Kantor made a motion to call the election for May 2010. Brian Coalson seconded. Motion carries unanimously.
2. **Discuss and consider changes to Administrative Assistant position.**
Lois Kantor makes a motion to approve the changes to the Administrative Assistant position. Megan Sylvester seconded.

Donita presented the considered changes, including making the position a contractor position, instead of a staff position. Discussion ensued.

Lois withdraws her motion, with the clarification that the Director can explore any scheduling options necessary for the Administrative Assistant position.

3. **Discuss and consider quotes for repair to cistern and walkway lighting.**

Lois Kantor made a motion to accept the bid to repair the cistern. Megan Sylvester seconded. Discussion ensued. Motion passes unanimously.

Lois Kanor makes a motion to accept the estimate from Lyons electric. Brian Coalson seconded. Discussion ensued. Motion passes unanimously

4. **Discuss and consider contracts with Kidzart.**

Nothing to discuss with Kidzart, since there are no future bookings.

5. **Discuss and consider contract for library cleaning.**

Lois Kantor motioned to accept the MTP contract. Brian Coalson seconded. Discussion ensued.

Contract is amended to include termination upon disaster, natural or otherwise.

Motion as amended passes unanimously.

Trustee Items:

1. **Announcements:**

March 8th is last day to submit Trustee application. March 16th is the last day to withdraw from election and first day to cancel an election.

2. **Future agenda items:**

- Library Auditor's Report
- Board Turnover and Election

3. **Directives:**

Next meeting will be April 12, at 6:00 PM.

The meeting was adjourned at 8:11 PM.

Respectfully submitted,

Brian Coalson
Secretary