North Pike District Library

Board of Trustees Meeting

July 15, 2013

Present: Dawn Sargent, Denise Conkright, Kris Camphouse, Nancy Zumwalt, Mary Ellen Craig

Also attending: Kimber Martin, Library Director

The meeting was held at the library.

Dawn Sargent called the meeting to order at 7:06 p.m.

There was no public comment.

Mary Ellen Craig made the motion to approve the minutes of June 17, 2013. Kris Camphouse seconded the motion. Motion carried.

Nancy Zumwalt made the motion to approve the budget report and pay bills totaling $3,678.25. Kris Camphouse seconded the motion. A roll call vote was taken and motion carried.

Director’s Report

Some patrons have been coming in for E-Reader training and assistance. More patrons are usig the adult non-fiction section since the library has been rearranged. The summer reading program is operating with three pre-k groups averaging 10-12 children in each group. There is an infant/toddler group as well. The girl’s summer book club for 5th & 6th grade has 4 members.

The library now has weekly trash pick-up rather than using the city hall dumpster. The building has been sprayed for pests, which will be done on a regular basis. Kimber is meeting with a copier rep to obtain quotes on a copier/printer/fax machine. The current copier is very old and copy quality has been poor for quite some time. Current director initiatives include exploring options for hosts for the library web site and working on fire & tornado escape/shelter plans and postings for the library.

The computer kiosk has been stained and computers will be available soon. There is currently 1 set up for public use during the transition. The electrical work has been completed.

Committee Reports

The Personnel Committee met on Tuesday, 7/9/13 to consider staff evaluations and increases. Their full report will be completed in closed session.

The Finance Committee met on 7/8/13 and reviewed the preliminary budget.

Denise Conkright made the motion to set the regular monthly board meetings on the 2nd Monday of each month at 7:00 p.m. at the library. Mary Ellen Craig seconded the motion. Motion carried.

Notice of the budget hearing will be published in the paper on July 25th and the library board meeting for August will be held on the 26th to allow sufficient notice for the budget hearing.

Kris Camphouse made the motion to adopt Ordinance No. 13-1-Levy & Assessment Tax for Building and Maintenance Purposes. Nancy Zumwalt seconded the motion. Motion carried.

Nancy Zumwalt made the motion to go into closed session at 8:30 p.m. to discuss personnel evaluations. Mary Ellen Craig seconded the motion. A roll call vote was taken and motion passed.

Kris Camphouse made the motion to leave closed session at 8:43 p.m. Nancy Zumwalt seconded the motion. Motion carried.

Nancy Zumwalt made the motion to increase Barb Riding’s salary by 3%. Kris Camphouse seconded. A roll call vote was taken and motion passed.

Denise Conkright made the motion to increase Haley Martin’s salary by 5% and increase work hours by 4 hours per week. Mary Ellen Craig seconded the motion. A roll call vote was taken and motion passed.

Kris Camphouse made the motion to increase Kimber Martin’s salary by 5% and increase work hours by 5 hours per week. Denise Conkright seconded the motion. A roll call vote was taken and motion passed.

Trustee Comments

Denise Conkright reported on information learned about committee meetings and minutes that she learned when participating in the Open Meetings Act training on-line. Because of the size of the library board, when three members meet for a committee meeting, meetings must be posted, must be held in a publicly accessible location, and minutes must be kept and submitted to the board for acceptance at the next full board meeting.

The board also needs to determine and adopt rules for public comment.

Kris Camphouse made the motion to adjourn at 8:59 p.m.