

MINUTES FOR THE BOARD OF TRUSTEES OF THE EDWARDSVILLE PUBLIC LIBRARY

Monday, March 6, 2024, 6:30 p.m. at the Edwardsville Public Library

Call to Order and Roll Call of Members

6:33 p.m.

Board members present:

Robert LaRose, President

Kim Harrison, Secretary

Ryan Jumper (online initially, then in person)

Michael McLean

Rob Nunn

Francie Powell

Board members absent:

Gary Denué

Jessica DeSpain, Vice President

Jamie Pence

Introduction of Staff and Guests

Staff: Diana Brawley Sussman, Director

Guests: None

Public Comment

None.

Disposition of Regular Meeting Minutes

1. Approval of February 12, 2024 Board meeting minutes. Rob Nunn moved to approve the minutes as presented. Kim Harrison seconded. MOTION passed unanimously.

Communications

1. The Director shared a compliment from a patron who'd requested adult nonfiction books related to understanding bisexuality, which were purchased.

Presentation to or discussion with the Board

None.

Committee Reports

1. Finance

I. Approve Prepaid Bills and Bills to City Clerk Rob Nunn moved to approve prepaid bills in the amount of \$129,564.10. Michael McLean seconded. Roll was called. MOTION passed unanimously. Rob Nunn moved to approve payment of bills to the City Clerk in the amount of \$20,467.65. Francie Powell seconded. Roll was called. MOTION passed unanimously.

II. The Board reviewed financial statements.

III. Approve FY25 Budget. Kim Harrison moved to approve the budget. Francie Powell seconded. Roll was called. MOTION passed unanimously.

IV. Approve FY25 pay rates. Robert LaRose moved to approve the FY25 pay rates with the exception that staff who received a \$1 increase in January would not receive an additional 3% increase in May. Rob Nunn seconded. Vote was not called.

2. Facilities. None.

3. Personnel

I. Increasing paid vacation from 2 weeks to 3 for specific professional employees.

II. Enabling paid leave for specific FT employees in their first year of FT employment. The City is amending the Personnel Code to address this.

III. Merit-based bonuses for specific employees.

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Executive Session: [*The Board may go into closed session to consider employment/appointment matters. [5 ILCS 120/2(c) (1) The Library Board reserves the right to return to open session to act on these matters)*]

Michael McLean made a motion to move to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity in accordance with 5ILCS 120/2(c)1. Rob Nun seconded. Roll was called. MOTION passed unanimously. No action was taken during executive session.

Kim Harrison made a motion to approve Diana Brawley Sussman's vacation to 3 weeks per year. Ryan Jumper seconded. Roll was called. MOTION passed unanimously.

Michael McLean made a motion to approve the salary schedule minus amendments as described above. Kim Harrison seconded. Roll was called. MOTION passed unanimously.

The Board wants to review Cary Harvengt's position. They are not sure that it should be filled at its current salary range. They want to know what duties can be shifted. They want to ensure that the position has the right scope at the right pay. They asked whether it needs to be full time.

The library's FY25 Budget may need to be amended once personnel expenditures are finalized in accordance with the Board's recommendations. No motion was made to do so at this time.

Francie Powell moved to award Kristi Huneke a \$1,000 merit based bonus from the library's budget. Kim Harrison seconded. MOTION passed unanimously. The Board asked the Director to give Kristi Huneke more hours each week if she is amenable to that.

IV. Director's performance review. Tabled.

4. Policy. None.
5. Nominating. None.
6. Executive. None.
7. Ad Hoc Committees. None.

ELF Liaison

1. The ELFs received a \$2,000 Ameren Grant. Thus far they have granted the library \$100 to cover expenses for patrons who are unable to pay for printing, and \$900 for assistance to patrons experiencing homelessness. They will wait for further guidance from the Director regarding the remaining \$1,000.

Library Director's Report

1. Sexual Harassment training. Board members present have completed training and submitted certification of training to the Library Director for filing.
2. Early closure (12:45 p.m.) on Wednesday, July 3, 2024 for City of Edwardsville Employee Picnic. Michael McLean moved to approve the early closure. Francie Powell seconded. MOTION passed unanimously.

Unfinished Business

None.

New Business

None.

Adjournment

Michael McLean moved to adjourn. Rob Nunn seconded. Meeting adjourned at 9:13 p.m.

Respectfully submitted:

Kim Harrison, Secretary

Prepared by: Diana Brawley Sussman, Library Director

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Board Meetings for 2024. All meetings will take place on the first Wednesday of the month at 6:30 p.m. at the library: January 3, February 7, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4, 2024.