

MINUTES
WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES

DATE: July 18, 2019
TIME: 6:00 PM
PLACE: Wood River Public Library

- **Call to Order / Roll Call / Pledge of Allegiance**

Nick Aguinaga, President, called the meeting to order at 6:00 PM.

Members present:

Nick Aguinaga
Rhonda Breslin
Joe Freeman
Cathi Stalcup
David Overton
Karen Weber

Members absent:

Mike Anderson
Tracy Kennett
Sue Smith

Others present:

Lindsey Herron- Library Director

A quorum was established.
The Pledge of Allegiance was recited.

- **Approval of Minutes**

June 20, 2019 Regular Meeting

Motion made by Cathi Stalcup and seconded by Joe Freeman to approve the minutes as written.
A vote was taken. All ayes. Motion carried.

- **No Correspondence / Communications / Public Comment**

- **No Officers' Reports**

- **Committee Reports**

- **Building & Grounds-**
- **Finance-**
- **Personnel-**

- **Ad Hoc: Strategic Planning-**
The committee met for the first time and worked on creating a questionnaire. The next meeting is scheduled for July 22nd.

- **Financial Matters**
 - **Approval of the July expenditure list**
Motion made by Rhonda Breslin and seconded by Cathi Stalcup to approve the expenditure list.
A roll call vote was taken. All ayes. Motion carried.
 - **Financial Statements - June FY 19/20**

- **Library Director's Report**
 - Fowler installed the server and firewall.
 - Wegman installed the LED lights outside and came in under budget.
 - Lindsey purchased the track lighting for the café and Wegman will be installing them soon.
 - Katie is working on changing some magazine subscriptions to ensure that they meet patron needs.
 - The summer reading program has had great attendance and a higher percentage of completions than prior years.
 - The pie in the face fundraiser brought in enough money to purchase the AED machine, it will be installed next week. The Library will close early one day for training.
 - The flag outside had a broken clasp, the fire department was able to come out and fix the issue.
 - The library tries to do a community service project once a quarter. The next one scheduled is a dog parade down Ferguson Ave. The Library intends to partner with Hope Rescue to hold an adoption event coupled with the opportunity to show off the dogs. The ability to close Ferguson is currently pending City Council approval.

- **No Unfinished Business**

- **New Business**
 - **Approve Changes to Personnel Policy Manual**
 - **Remove the Accidents/First Aid/Unsafe Working Conditions Section**
Motion made by Karen Weber and seconded by Joe Freeman to remove the section from the Policy Manual because it is in the Emergency Procedure Manual.
A vote was taken. All ayes. Motion Carried.

 - **Remove the Attendance & Tardiness Section**
Motion made by Karen Weber and seconded by Joe Freeman to move the policy to the Attendance and Leaves section.
A vote was taken. All ayes. Motion Carried.

- **Remove the *Bloodborne Pathogens Section***
 Motion made by Karen Weber and seconded by Rhonda Breslin to remove this from the Policy Manual as it will be kept with other ordinances.
 A vote was taken. All ayes. Motion Carried.
- **Remove the *Confidentiality Policy-Staff Section***
 Motion made by Cathi Stalcup and seconded by Nick Aguinaga to remove this from the Policy Manual as it will be kept with other ordinances.
 A vote was taken. All ayes. Motion Carried.
- **Remove the *Ethics Ordinance***
 Motion made by Karen Weber and seconded by Cathi Stalcup to remove this from the Policy Manual as it will be kept with other ordinances.
 A vote was taken. All ayes. Motion Carried.
- **Remove the *Patron Confidentiality Ordinance***
 Motion made by Cathi Stalcup and seconded by Rhonda Breslin to remove this from the Policy Manual as it will be kept with other ordinances.
 A vote was taken. All ayes. Motion Carried
- **Remove the *Officer's Request for Confidential Library Information Form***
 Motion made by Karen Weber and seconded by Joe Freeman to remove this from the Policy Manual as it will be kept with other forms.
 A vote was taken. All ayes. Motion Carried
- **Remove the *Prevailing Wage Rate Section***
 Motion made by Cathi Stalcup and seconded by Karen Weber to remove this from the Policy Manual as it will be kept with the other ordinances and resolutions.
 A vote was taken. All ayes. Motion Carried
- **Remove the *Prohibited Gifts Policy***
 Motion made by Joe Freeman and seconded by Cathi Stalcup to remove this from the Policy Manual as it will be kept with other ordinances.
 A vote was taken. All ayes. Motion Carried
- **Remove the *Sexual Harassment Ordinance***
 Motion made by Karen Weber and seconded by Rhonda Breslin to remove this from the Policy Manual as it will be kept with other ordinances and resolutions.
 A vote was taken. All ayes. Motion Carried

- **Remove the *Travel & Conference Section***

Motion made by Cathi Stalcup and seconded by Karen Weber to remove this from the Policy Manual as it will be kept with other ordinances and resolutions. A vote was taken. All ayes. Motion Carried

- **Remove the *Wood River Public Library Personnel Transaction Form***

Motion made by Karen Weber and seconded by Cathi Stalcup to remove this from the Policy Manual as it will be kept with other forms. A vote was taken. All ayes. Motion Carried

- **Remove the *City of Wood River Authorization Agreement for Direct Deposit Form***

Motion made by Karen Weber and seconded by Cathi Stalcup to remove this form from the Policy Manual as it is provided to employees by the City's Human Resource Specialist.

A vote was taken. All ayes. Motion Carried

- **ADJOURNMENT**

Motion made by Cathi Stalcup and seconded by Rhonda Breslin.

A vote was taken. All ayes. Motion carried.

Adjourn the meeting at 6:34 PM.

Approved by the Board of Trustees at the Regular Meeting on August 15, 2019.

Nick Aguinaga
Board President

Karen Weber
Board Secretary