

HENRY PUBLIC LIBRARY
Board of Trustees Meeting
January 11, 2015
6:30 p.m.

Present: Alvin, A. Anderson, S. Anderson, Child, Nauman, Owens, Robison, Swartz, and Wild

Absent: Hunt

- I) **Call to Order:** The meeting was called to order by Nauman at 6:37 p.m.
- II) **Public Comments:** None.
- III) **Minutes (Including any presented committee minutes):** Alvin moved and S Anderson seconded that the minutes of the December 14, 2015 meeting be approved as submitted.

ADDITIONS TO AGENDA: None.

- IV) **Treasurer's Report:**
 - A. Reviewed Treasurer's Report and filed for audit as presented.
- V) **Committee Reports:**
 - A. **Building & Grounds** – Robison: Harvey was here and replaced the needed light bulbs this month. No paint bids have been received to date.
 - B. **Finance** – Hunt: None.
 - C. **Long Range Planning** – Alvin: None.
 - D. **Automation** : None.
 - E. **Personnel** – Owens: None.
 - F. **Grants** – Child: None.
- VI) **Old Business:** None.
 - a. **Library Director Mid-Year Review** – It was the consensus of the board that this is review should take place in a committee meeting. Owens scheduled a Personnel Committee meeting for Monday February 8 at 6:00pm.
 - b. **First Reading of Committee Policy Revisions** – Alvin moved that this item be untabled. Swartz seconded. Motion passed. There was discussion about the proposed revisions. A few suggestions and clarifications were made. The policy will be read again at the February meeting.
 - c. **First Reading of Revised Director Duties** - Alvin moved that this item be untabled. Child seconded. Motion passed. There was limited discussion about the minimum staffing portion of this revision. There was significant discussion about the hiring portion. Several board members were uncomfortable with the amount of board involvement that the revision would require. It was brought up that in similar settings, the head of department or dean would make the hiring

decisions at this level. As a result of this discussion, Wild will split the two revisions into separate items which can be approved individually and will revise the hiring duties portion. It was also recommended that the director and personnel committee develop a checklist to use in hiring. Examples of things to be included are where to post, how long to post, etc. The revisions will be brought to the February meeting.

VII) New Business

A. Nominations for open Board Officers –Secretary.

1. Child nominated S. Anderson for Secretary. Owens seconded the nomination.
2. Alvin moved to close the nominations. Child seconded. Motion passed

B. Election to fill open Board Officers

1. S. Anderson was elected secretary.

C. Technology Chapter Review – Per Capita Grant Requirement.

1. The board briefly reviewed the technology chapter. We identified a few areas which could use improvement. The main area being the ADA compatibility of our website. Wild will make use of tools to improve this area

VIII) Librarian's Report

A. Statistics: See attached schedule "A" - on par. Up from a year ago; down from the month before.

B. Gifts: See attached schedule "B" – an additional \$70 was received from Gina Masters' Memorial Fund bringing the total to \$630.

C. Meetings, etc; See attached schedule "C" –

D. Updates (HPL, RAILS, RSA, etc): No updates

IX) Next Meeting 8 February 2016

Meeting was adjourned at 7:47.

E Wild

Secretary pro tem