

## Jean Waterloo Public Library

### Board Minutes

March 15, 2019

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:12 PM by Sterling.

**Present:** Phino DeLeon, Virginia Hofman, Gretchen Sterling, Sylvia Steward

**Staff:** Karen White-Owens

**Absent:** Shirley Drake

- II. **Approval of the Agenda:** A motion was made by Steward, seconded by Hofman to approve the agenda. Motion carried.

- III. **Public Comment:** None.

- IV. **Secretary's Report:** A motion was made by Steward, seconded by Hofman to approve the December 2018 minutes. Motion carried. A motion was made by Steward, seconded by Hofman to approve the January 2019 minutes. Motion carried.

- V. **Treasurer's Report:** Sterling reviewed a copy of the report with the board. The report was received and filed. The January bills were reviewed and discussed. A motion was made by Steward, seconded by DeLeon to approve the payment of bills for January. Motion carried. The February bills were reviewed and discussed. A motion was made by Steward, seconded by DeLeon to approve the payment of bills for February. Motion carried.

**VI. Director's Report:**

- a. Library Happenings:** The Macomb County Sheriff is doing a presentation on internet safety for parents. The library was recognized as having the most children friendly activities in Macomb County. The staff is working on an escape room event, planning is still underway and the date will take place in the near future.
- b. Staff Salaries:** The board discussed the facts, figures and details surrounding the current salaries for library staff. Based on that, a motion was made by Hofman, seconded by Steward to approve a 1% salary increase across the board.
- c. Boards Candidates interviews:** The board sat down with 3 candidates, we had 4 who were interested but 1 could not make the meeting. Afterwards, the board discussed at length which person we felt would best represent the values and goals of the board at the same time bring a strong opinion/voice as well. Currently there is one open vacancy as well as 1-2 others as current trustees have expressed their plans to leave their position. The board decided and the president will be reaching out to all the candidates. A motion was made by DeLeon, seconded by Steward to offer Katie Andrews the currently vacant trustee position.

**VII. New Business:**

All new business was covered in the directors report.

**VIII. Old Business:**

Old business was tabled until next month's meeting.

**IX. Next Meeting:** The next meeting is April 26th, 2019.

**X. Adjournment:** On a motion by Steward, seconded by Hofman, the meeting adjourned at 8:05 PM

Submitted by:



Phino DeLeon, Secretary