

Eaton Public Library
Board of Trustees November 6th, 2019 Meeting Minutes

Present:

John Isbell - President
Julie Finn - Vice President
Maureen St.Peter - Secretary
Nomie Ketterling - Trustee
Dave Sloan - Trustee
Shelley McLatchie

Guest: Paul Wember and Beth O'Neil from Wember - Space Planning Services

Staff Brenda Carns, Library Director

1.) Call to Order. Declaration of quorum.

President Isbell called the meeting to order at 5:30 p.m., November 6th, 2019 and declared a quorum.

2.) Approval of agenda - Trustee Sloan made the motion and Vice President Finn seconded. Motion passed.

3.) Report of the President - 2020 Budget has been increased by Town of Eaton-

4.) Report of the Friends of the Library - see attached

5.) Old Business - Space Planning Wember - Introductions - Paul presented proposal with scope of services regarding space planning. Proposal included project description, clarification on services include and fee schedule. See attached documentation

Discussion flow of operations, what does library want, what does library value.

Community Art - Noamie reported Creative District Meeting local artist helped to promote and network people and art.

2020 Budget - Budget discussion and review. Trustee Sloan made motion to approve the budget with the update of the Employee Benefits to reflect \$82,000.

Motion made to approve budget Secretary St.Peter seconded the motion.

2019 budget - Motion made by Trustee Ketterling to purchase 8 new computers a cost of approximately \$16,000. Motion seconded by Trustee Sloan all approved.

IGA - No changes

Board Planning Meeting - Look over CAL Conference packet and submit ideas by November 25th for ideas/topics to discuss.

6.) New Business - December No Board Meeting will not be held due to the holidays. Board members and guest are invited to Christmas Dinner December 6th, 6:00 p.m. at G5 in Severance.

Business Cards - Brenda to order business cards with Library logo

Executive Section - Director Carns Performance Evaluation -Trustee Ketterling made motion to approve 3% cost of living wage and 2% pay increase to Director Carns. Approved.

Next Board Meeting : To be determined

Respectfully submitted,

Maureen St.Peter, Secretary