

## **Lester Public Library of Arpin Meeting**

8091 Cty Rd. E., Arpin WI March 3, 2015 at 7 p.m.

Judy Carlson, President called the meeting to order at 7:01 p.m.

Present were board members Gerry Eichman, Katie Hartwig, Judy Carlson, Dori Olsen, Ronda Stoffel, Jill Richardson (town treasurer) and Library director Beth Martin.

Motion to accept February minutes as presented by Gerry Eichman, seconded by Ronda Stoffel. Motion carried.

Motion to accept February 2015 expenses as presented by Dori Olsen, seconded by Katie Hartwig. Motion carried.

Motion to accept February 2015 payroll as presented made by Katie Hartwig, seconded by Dori Olsen. Motion carried.

Motion to discuss/approve policies pertaining to job description and salary adjustments. Director salary raise to be looked at when we determine budget.

Motion to nominate Dori Olsen as interim secretary made by Gerry Eichman. Motion carried.

Motion by Judy Carlson to accept "Board of Trustees and Term dates". Will carry to next month.

In regards to Library meeting room policy, Beth Martin will contact original contractor of building to determine capacity of Library.

Beth Martin indicated she has approximately \$100.00 left to spend of the Mead-Witter Grant.

Beth Martin indicated she has received over twenty resumes for the assistant librarian position. Of those twenty resumes, only four have experience with children.

Gerry Eichman has invited Jenna Panzer, Mary Jo Krings and Jonni-rae Binder to attend the April board meeting. All three candidates are interested in joining the Library board to replace the three current members whose terms are finished.

Beth Martin presented volunteer application and volunteer agreement. Judy Carson discussed doing background checks for all volunteers. Board decided to add to volunteer application that background checks will be performed on volunteers with the volunteer's permission.

Discussed Library Assistant job description. May remove cataloging from job description. Board did chose to remove wording of “clerical and non-professional” from nature of job description.

Judy Carlson indicated she attended the “Ready, Set, Garden” class held at the Library on February 3<sup>rd</sup>. The class was well attended and informative. The attendees learned about mulching, weed control, fertilizing and other garden tips.

Dori Olsen, Interim Secretary