

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

8091 County Road E, Arpin, WI 54410 July 5, 2017 at 7 p.m.

Called to Order: 7:10 p.m.

Present: Katie Hartwig, Beth Martin, Judy Carlson, Jonni-rae Grancorvitz, Mary Jo Krings, Rebecca Niese, Stacy Kunding, & Karmen Bouma

Absent: Jenna Johnsrud

## **ACTION ITEMS**

### **Approve June 2017 minutes**

Move to accept June minutes as presented.

Motion made by Judy Carlson, Seconded by Mary Jo Krings, Motion passed.

### **Approve May 2017 minutes**

Move to accept May minutes as presented.

Motion made by Mary Jo Krings, Seconded by Judy Carlson, Motion passed.

### **Approve June 2017 expenses**

Move to accept June expenses as presented.

(Expenses a little higher in June due to Summer Learning Program)

Motion made Jonni-rae Grancorvitz, Seconded by Mary Jo Krings, Motion passed.

### **Approve June 2017 payroll**

Move to accept June payroll as presented.

(Hours a little higher due to Summer Learning Program)

Motion made by Jonni-rae Grancorvitz, Seconded by Judy Carlson, Motion passed.

## **Discussion:**

- Review Library Aide Job Description and Salary Policy & In-House Promotion Policy for approval at August Board Meeting
- Reviewed salary survey from 2015
  - Possibly conduct survey every six years at the time when reviewing Salary Policy.
  - Possibly utilize Google Survey or Survey Monkey to save time
- August Board Meeting: Review draft of 2018 Budget
- September Board Meeting: Discuss/Approve Budget & then Budget will be presented to the Arpin Town Board

## **Library Director Report:**

- Summer Learning Program:
  - 52 registered participants
  - Home Depot donated 70 tool box kits and Home Professionals donated 70 other kits
  - Over 40 participants at the Tool Box Presentation (drastic increase from previous years)
- Essential Oils-Part 2 Presentation – July 24<sup>th</sup> at 6:30pm

Motion to adjourn by Rebecca Niese, Seconded by Jonni-rae Grancorvitz at 7:53 p.m.

**Next meeting will be held Monday, August 7, 2017 at 7 p.m. Meetings are open to the public.**