

Albany Joint Library Board Albany Joint Library Board Minutes
Tuesday, January 9, 2018

The Albany Library Joint Library Board met at the Albertson Memorial Library. Treasurer Sue Dunphy called the meeting to order at 6:36 p.m. Present were Sue Dunphy, Julie Cousin, and Melissa Everson. Also present were Kara Blue, Library Director, and Wayne Albertson. Robb Spangler, Roald Henderson, Wilbur McCreedy, Eileen Althaus, were absent.

Proof of posting was verified.

Minutes were reviewed and corrections made.

Treasurer's report was given. \$23,630.19 in checking; \$12,719.11 in CD with a maturity date of 3/7/2018; \$25,000 in maintenance fund. Overall fund balance \$73,845.22. Report reviewed but no vote due to lack of quorum.

Old Business:

- a. Network/PC Support
 - Kara presented information; decision and discussion to ensue in February
- b. Insurance
 - Quotes will be presented at next meeting
- c. Facilities Update
 - Continue on February's agenda
- d. Personnel Policy
 - Library Director (P3) – Salary vs. hourly will depend on the qualifications of the candidate
 - Vacation (P6) – Carry over for vacation should be considered; Kara will look at what the village offers employees
 - Bereavement Leave (P7-8) – add significant other; should consider increasing 3 calendar days to 7 calendar days depending on relationship
- e. Update on New Board Member
 - Reviewed letter of application from Angela Janes; because we agreed that she would be a good candidate, her name will be submitted to the township board to complete Wilbur's term to expire in 2019
 - Will need to formally accept Wilbur's resignation at February meeting
- f. Louise Spring Memorial
 - Kara sent an email to Brittney Hanson, current kindergarten teacher, with suggestions

New Business

- a. Next Strategic Plan meeting – Thursday, January 25, 2018 at 6:30

Librarian's reports for December were presented by Kara and reviewed.

Bills were submitted to village.

The next meeting date – February 6, 2018

Motion to adjourn at 8:09 p.m. by Melissa; seconded by Julie. Adjourned.

Respectfully submitted by:
Melissa Everson, Secretary
Albany Joint Library Board