

# **MacDonald Public Library Board of Trustees Meeting**

## **Minutes**

June 22<sup>nd</sup>, 2021

7:30 pm

MPL Community Room

### **Call to Order**

Meeting was called to order by Weins at 7:40pm

Members Present: Weins, Steffey, Duhaime

Library Director: Parij

Assistant Library Director: Goike

Children's Librarian: Marra

Members not present (excused): Miiller , Lisica

Public Present: Friends of the Library member Denise Valenti (Freshney) and Friends President, Helen Van de Velde, Friends Vice President

New Community Engagement Librarian introduced and present: DJ Bond.

### **Approval of Agenda**

Motion was made by Steffey with a 2<sup>nd</sup> by Weins to approve agenda as presented. Motion passed by unanimous vote.

## **Approval of Minutes for May 26, 2021 Meeting**

Motion made by Weins to approve May minutes as presented. A 2<sup>nd</sup> made by Steffey to approve. Motion passed by unanimous vote.

**Public Discussion:** This is an opportunity to comment on items that are not on the agenda. Comments need to be addressed to the board.

Valenti and Van de Velde , Friends of the Library, presented a plaque for Margaret Thomas for bench outside the library to commemorate her years of service to MPL .

Friends asked when the retirement party would be planned to coordinate gift with that function.

Steffey and Parij plan to make contact with Thomas to schedule a date for retirement party.

Bob, MPL's maintenance person, will be asked to install the bench.

## **Reports**

Weins summarized the Revenues and Expenses-as of 06/11/2021 with one request – check line item 881 Public Relations regarding 5<sup>th</sup>3rd Bank charges .

Weins reported Revenues and Expenses are on track as budgeted. Costs are under budget at this time.

Motion was made by Weins to accept the monthly report. A 2<sup>nd</sup> was made by Steffey. Motion passed by unanimous vote.

## **Old Business**

Section 10 A update - Weins is arranging a conversation between Anne Seuryneck, the Library's attorney and Tim Tomlinson, the city's attorney. Anne has been on vacation.

Parij attended City Council work study meeting.

### **Time off policy**

Parij recommends "fair use" sick time for full-time staff. The Board discussed the proposal in detail. Parij was asked to put a proposal together for review at a future board meeting and then it can be reviewed by Library's Attorney.

## **New Business**

Community Room policy

Circulation Policy

Parij will move forward to update the community room and circulation policies. Board agrees to begin process to update both policies.

## **Announcements, Information, Etc,**

Covid Report- Mask mandates regardless of vaccination status were lifted. MPL will continue to request masks be worn to enter MPL library if not completely vaccinated.

## **Director's Report**

Parij reports currently employing 4- full time staff and effective Monday June 28<sup>th</sup> 2021, MPL will extend service hours Monday thru Thursday 10-8pm and Friday and Saturday 11-6 pm.

## **Children's Room News – K. Marra**

Summer reading programs have been successful. Marra is working on a new program Talk, Text and Learn for families with children. MPL Children's program is 1<sup>st</sup> in state for children.

## **Adjourn**

Motion was made by Steffey, 2<sup>nd</sup> by Duhaime. Motion passed by unanimous vote.

Meeting adjourned at 9:25 pm.

Next Meeting date Wednesday July 28<sup>th</sup>, 2021 at 7:30pm