

Pine River Public Library District Board of Trustees

Minutes: July 19, 2023
6:15 PM Board Meeting
In person at the library

Call to order : 6:24 PM

- A. Roll Call : Lisa Isenberg, Lisa Sifrit, Garry Hillyer, Barb Wickman, Darcy Poletti, Brenda Marshall
- B. Additions or deletions to Agenda
 - a. Lisa motions to add a vote on the Special Item Liability Waiver to the Action Items, seconded by Garry, approved by all.

Old Business:

- A. Minutes of June meeting (Please sign)
 - a. Garry motions to approve, seconded by Barb, all in favor.
- B. Monthly Treasurer's Report - Garry
 - a. Almost all property tax is in.
 - b. Changes reflected in 2023 Amended Budget.
 - c. Lisa I. motions to approve, seconded by Barb, all in favor.

New Business:

- A. Public Comment: None
 - a. Discussion held about public comment protocol.
- B. Director's Report – Brenda
 - a. Got quotes for repainting outside metalwork.
 - b. DMV machine taken to Town Hall.
 - c. Parking lot project delayed.
 - d. Received \$14,500 in funds from the FOL.
 - e. Working on comprehensive insurance review.
 - f. Library of Things launch coming August 19.
- C. Draft liability waiver for special items (Library of Things)
 - a. As proposed by PRL attorney.
- D. Amendments to 2023 budget
 - a. Addition to Interest line.
 - b. Increased Books and Materials expenses to accommodate Library of Things materials.
 - c. Small Furniture line increased for Library of Things storage.
 - d. Decrease in personnel line.
 - e. Overall spending is anticipated to be less than originally budgeted.
 - f. Adding more money to the reserve.
 - g. Beginning Fund Balance line needs correcting due to audited numbers.

Discussion Items:

- A. Discussion of Library Bill of Rights, Intellectual Freedom, and patron material challenge procedures.

Action Items:

- A. Vote on 2022 audit presented at June meeting
 - a. Barb motions to approve, seconded by Lisa I. Approved by all.
- B. Vote on updated Employee Handbook
 - a. Added FMLI law, pregnancy accommodations, sick leave, simplified part-time/full-time definitions
 - b. Barb requests to reword sentence in Continuing Education/Meetings/Conferences Reimbursement to say "Library Director must pre-approve continuing education opportunities for the Library to pay expenses..."
 - c. Brenda explained the handbook is a "living document" and is updated throughout the year. Board will review and approve updates annually.
 - d. Barb motions to approve handbook with edited sentence above, seconded by Lisa I. Approved by all.
- C. Vote on Amended 2023 budget
 - a. Garry motions to approve amendment with corrections to beginning fund balance, seconded Lisa I. Approved by all.
- D. Vote on Liability Waiver
 - a. Lisa motions to approve, seconded by Barb.

Adjournment 7:33 PM

No meeting in August.

Next Meeting: Wednesday, September 20th, 2022, 6:15 p.m.