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.
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 FAMILI 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.