

Washington Public Library Board of Trustees
Thursday, Nov. 30, 2023
Washington Public Library, Nicola Stoufer Room

Call to Order: The meeting was called to order by President Margi Jarrard at 9:33 a.m. with members Isabella Santoro, Regina Schantz, Harold Frakes, Mike Kramme, Mindy Graham, Gary Murphy, and Cary Ann Siegfried, ex-officio, in attendance.

Approval of Minutes: Graham moved and Santoro seconded to approve the minutes from the October 2023 meeting. Motion carried.

Approval of Financial Reports: Kramme moved and Schantz seconded to approve the financial reports. Motion carried. Siegfried spoke about future updates to the Donor Wall.

Library Services Report: Siegfried highlighted increased circulation of children's books, due partially to new book purchases and the new shelves style. Girls Who Code is an upcoming program for girls in grades 3-5.

Old Business:

- a) MakeIT Place Project is on schedule. The basement area is now restricted to patrons until the project is done because of construction. Painting and installation of the storefront glass will be completed soon.
- b) New furniture for MakeIT Place will be ordered soon using the recent \$85,000 grant from the Washington County Riverboat Foundation.
- c) Schantz moved and Murphy seconded to approve the disposition of carpet squares removed from this area. Motion carried. Santoro abstained.

Committee Reports (Board): The personnel committee met in Oct. 2023.

New Business:

- a) Closed Session; Murphy moved and Kramme seconded to move into closed session to discuss the Library Director evaluation. Motion carried. Kramme moved and Schantz seconded to move out of closed session. Motion carried.
- b) Jarrard moved to approve that the Personnel Committee use the comprehensive Director's evaluation instrument in year one, review it in years two and three and write an addendum of comments and any changes in years two and three. Santoro seconded. Motion carried.
- c) Siegfried's salary for the new year was discussed. No action was taken.

d) Policy Review: Collection Development Policy/Request for Reconsideration Form. Kramme moved and Frakes seconded to accept the suggested changes. Motion carried.

e) The Board reviewed the holiday schedule. The Library will be open on Dec. 23, Dec. 30, and Jan. 2. It will be closed on Dec. 25, 26, and Jan. 1.

Announcements and Adjourn: Kramme moved and Santoro seconded to adjourn. Motion carried. The next meeting will be on December 28, 2023.