

Bath Township Public Library
Meeting Minutes

Wednesday, October 23, 2019

Present: (Board Members) Lynn Bergen, Ken Jensen, Shannon Vlasic,
Theresa Kidd, Ryan Fewins-Bliss, Sue Garrity

Board not present:

(Library Director & staff) Kristie Reynolds

Public:

Next meeting: Wednesday November 20, 2019 @ 6:00pm

I. Regular Business

- a. Meeting called to order at 6:05pm
- b. Moment of civic reflection.
- c. Lynn moves to approve the agenda with the addition of Budget Changes under Items for Action, Theresa 2nd, all in favor.
- d. Public comment on agenda items: none.
- e. Disclosures of conflict of interest: none.
- f. Shannon moves to approve the minutes as amended with elimination of redundancy under Bb, Change the word "program" under B to "brochure," and update the word "September" under e, f, and New Business A, to October. Lynn 2nd. All in favor.

II. Financial Report

Attached. We are in good shape! Theresa moves to approve financial report as presented. Lynn 2nd, all in favor. Payroll category of proposed budget is to sustain current status. This amount does not take into account any raises or additional employees. Ryan and Kristie will meet and discuss proposed numbers prior to next meeting, and will present to board in November.

III. Director's & Youth Services Reports

Attached.

IV. Unfinished Business

Ryan moved to go into closed session, Ken 2nd, all in favor.

a. Strategic Planning Workshop;

1. Signage; we have signs!
2. Donors; Sue and Ryan are still working on this. We do have a policy for specified gifts.
3. RFID; table for future due to cost vs. benefit.
4. The move; potential design presented, drafted by Kesler architect (Peabody.) We need idea of potential costs to build space out. Lynn and Theresa will meet with Kristie to work on costs of fixtures and interior components.
5. Family Resource Binder; complete and available to the public.
6. Library info in surrounding public areas; staff is slowly working on this. Kristie will start a master list of locations we have disbursed info too.

b. Performance Review; Kristie will figure out raises and salaries for her staff and board will approve through budget. Ryan recommends a 5% raise for Kristie based on outstanding performance. Lynn moves to give Kristie a 5% raise, Theresa 2nd, all in favor.

V. New Business – Items for Discussion

a. None.

VI. Items for Action:

a. Budget Changes; Ken moves to accept proposed budget changes for current fiscal year, Shannon 2nd, all in favor.

VII. Closing

- a. Public Comment: None.
- b. Board Comment: Theresa states that she is very grateful for Kristie and her hard work. We all agree!
- c. Shannon moves to adjourn the meeting, Ryan 2nd, all in favor.

Meeting adjourned at 8:06pm.