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April 26, 2016

Huntington Public Library
Board of Trustees
Minutes of March 22, 2016
draft



Present: Heidi Racht, Harvey Schugar, Paula Kelley, Lorrie Richland, Alan Homans
Others: Anne Dannenberg, Stacey Symanowicz

The approval of the minutes of February was tabled until the April meeting.

Actions:

- Paula Kelley was reelected as chairperson of the Board. Lorrie Richland was reelected as secretary
- The Board approved Anne's proposal and accepted her one-year partial leave-of-absence. (Details are in the minutes)
- The estimate for the new donor book shelf was approved by the board.

Director's Notes:

- The timing of the Planet Huntington Series for next year was discussed. Because of the time it takes to set up, it was decided to start the Planet Huntington sessions at 5:30 instead of 5:00.
- Harvey the carts for the folding chairs to prevent them from falling out. Thank you, Harvey.
- The estimate for the donor book shelf is \$1000.00. The shelf will also accommodate oversized books on the lower shelf. Dave Cozzens will do the work. Heidi moved that the Board accept this estimate and schedule the work. Paula seconded. The motion passed.
- Stacey reported two programs have been scheduled. The Swing Peepers will perform on June 5. Taradiddle will perform on August 12. Both performances will begin at 11:00 am.
- The change of the account numbers to simplify accounting will be discussed in April. Anne will make recommendations.
- The Board agreed that Stacey would be the staff member to continue to refine the new website. She will consult with Eric Hall and Karen Gonnet.
- The vestibule will be painted by the community volunteer this summer.

Paula moved that the Board go into executive session. Heidi seconded. The Board moved into executive session at 8:06.

The Board moved out of executive session at 9:20.

- Heidi made the motion to accept Anne's request for a partial unpaid leave of absence for FY 16-17. Paula seconded. Anne's leave consists of 5 fewer hours per week, starting July 1, 2016 and ending June 30, 2017. The motion passed. Beginning July 1, 2016, Anne's compensation will reflect 15 hours per week at \$18.35/hour.

- Harvey moved that Stacey cover Anne's vacation hours of 5 hours per week, starting April 1 and ending June 30, 2016. Alan seconded. The motion passed. Stacey will be compensated at her current hourly pay for 20 hours/week.
- Lorrie made a motion to increase Stacey's hours by 5 hours per week to cover Anne's leave of absence, starting July 1, 2016 and ending June 30, 2017. Heidi seconded. The motion passed. Stacey will be compensated for 20 hours per week at \$17.00/hour to reflect the increase in responsibilities as Acting Director.

The Board requests that any future proposed leaves be brought to them by September of the year before the leave begins, to allow the Board to consider the impact to the budget.

The next meeting will be April 26, 2016

The May meeting will be May 31, 2016

April 26, 2016 approved.