

Deer Creek District Library – Regular Board Meeting, Monday, October 2nd, 2023

Call to Order – President Annette Brehmer, called the meeting to order at 6:00 p.m.

Roll Call, record present and absent members – In attendance were board members Annette Brehmer, Betty Rock, Bev Potts, Linda Brown, Linda Staley, Shea Kamp and Brenna McGahan. Library Director, Meghan Meadows was also in attendance.

President’s Report – None

Secretary’s Report – The minutes for the regular September 11th, 2023 board meeting were reviewed and approved on a motion made by Bev Potts, seconded by Linda Brown, all in favor.

Correspondence – The library received a letter from RSA concerning their independence from the RAILS system. There will be a new fee structure with the organizational change, but the details are unknown at this time.

Financial Report – The CPA’s financial reports for September 2023 were reviewed. The Financial Report was accepted on a motion made by Bev Potts, seconded by Shea Kamp, all in favor. The library was informed that the Ameren Hardship Grant will not be offered this year.

Library Director’s Report – Meghan presented the monthly **Director’s Report** showing statistical data. A staff member was called into jury duty. **Director’s Action Items** – Halloween activities to be discussed and webinars and training are on the calendar.

Committee Reports – The minutes for the Decennial Committee September 18th, 2023 meeting were reviewed and approved on a motion made by Linda Brown, seconded by Annette Brehmer, all in favor.

Unfinished Business – Building & Maintenance – The building’s gutters were cleaned for free. Meghan presented the overall Building Plan and Staff Time Off Tracker to the board. **8.0 Personnel Policy Review** – New additions to the Personnel Policy, including the Paid Leave Act, were reviewed and discussed by the board.

New Business – The **Library Holiday Closings** for 2024 were reviewed and discussed by the board. **Employee Compensation/Salaries** – The board reviewed the Deer Creek District Library Director Contract and discussed possible changes. Beginning January 1, 2024, an increase to the Library Director’s yearly salary and the Part- Time Staff hourly rate was approved on a motion made by Bev Potts, seconded by Linda Brown, all in favor. The board will look into options for retirement and healthcare benefits. Christmas bonuses were approved on a motion made by Annette Brehmer, seconded by Linda Staley, all in favor. **Village Halloween Parade - Oct. 28th**– The library is planning to hand out goodie bags at the end of the parade at the park.

Other - Linda Brown updated the board on quarter auction details and how the library could be involved as a fundraising opportunity.

A motion to adjourn the meeting was made by Annette Brehmer, seconded by Linda Brown, all in favor. The next meeting is Monday, November 6th, 2023, at 6:00 p.m.

Brenna McGahan, Secretary