

St. Ignace Public Library Board Meeting Minutes - April 10, 2018

The meeting began at 5:04 PM with the following present: Alycia McKowen, Skip Schmidt, Martha Sjogren, Kim Nowack, Mary Maurer, Ruth Lachapelle, Loni Brown, and Elaine MacDonald. Not present was Tarry Stowitts.

A motion was passed to approve the February/March board meeting minutes by Mary Maurer and seconded by Ruth Lachapelle. Motion carried.

Old Business:

Discussion on the current website project took place with Skip Schmidt updating on the timeline for when the project will commence. The website is a flat rate with monthly maintenance fees. Alycia McKowen will assume responsibility for some of the upkeep once the website is active.

Discussion on the Ferry Boat Exhibit with Skip Schmidt updating the board that there is only two more panels to be created and that 4 of the panels have been adopted. The cost for each panel is \$150.00.

Discussion took place regarding shelving for the library storage area. A contractor has been contacted and shown interest in completing this project, but additional contractors will be called regarding this project.

New Business:

Skip Schmidt updated the board regarding his director reports for the month of February and March. Discussion took place.

Contract negotiations and discussion between Alycia McKowen, the new library director, and the library board took place. Alycia McKowen requested that her 6 month probationary period be reduced to 3 months with a potential for another evaluation at 6 months. Alycia McKowen also requested that her insurance benefits begin immediately upon signing her contract. A motion by Marth Sjogran was made to add the following additions and changes in section 9 of the employee contract: "As of signing this contract, the employee is eligible immediately for Health, Vision, Dental, Life, and Disability insurance, as defined in the city benefits package", as well as the addition of benefit before the word level in section 9. The motion was seconded by Mary Mauer and was subjected to a roll call vote. Roll call vote is as followed: Martha Sjogren-yes, Kim Nowack-yes, Elaine MacDonald-yes, Mary Maurer-yes, Ruth Lachapelle-yes, and Loni Brown-yes. The motion for the addition and changes to section 9 in the employee contract was carried.

Discussion regarding the front yard landscaping took place with an agreement to invite Carol from Cedars Landscaping to the May board meeting to discuss ideas regarding this project.

Discussion took place on the Car Ferry Exhibit that Skip Schmidt has been working on. A library open house showcasing this exhibit was discussed and April 27 from 5-7 PM was the agreed time. The open house will showcase the exhibit as well as be a meet and greet/farewell to the current and new library directors. A budget of \$300.00 for this open house was set.

A potential for a firearms policy was discussed. The cooperative will be contacted for examples.

The library board signed off on payment of bills with a total of \$4,972.27.

Public commentary took place with Kim Nowack updating those present with staff changes within the cooperative.

Meeting adjourned at 6:56 PM with a motion to adjourn made by Ruth Lachapelle and seconded by Martha Sjogren. Motion carried.

Approved 5/8/2018