

St. Ignace Public Library Board Meeting Minutes– March 12, 2019

The meeting was called to order at 5:10 PM with the following present: Alycia McKowen, Ruth Lachapelle, Mary Maurer, Kim Nowack, and Eliska Grogan. Not present was Martha Sjogren, Elaine MacDonald, and Loni Brown.

A motion was made by Mary Maurer to approve the February 19, 2019 meeting minutes as presented and was seconded by Eliska Grogan. Motion was carried.

Old Business

Employee Wage Increase: Alycia McKowen presented the classification used for the “clerk” position within city parameters as well as wage comparisons from other libraries within the Upper Peninsula. A wage rate scale was presented. Wages for a Library Circulation Clerk will start at \$10.77 starting in 2020 increasing in steps to \$13.00 after 5 years of service with board approval.

\$10.77 – starting wage

\$11.50 – 2 years of service

\$12.00 – 3 years of service

\$13.00 – 5 years of service

A motion was made Mary Maurer to approve the wage increase of employee Jill Eyre to \$13.00 as well as adopt the wage rate scale as presented. The motion was seconded by Kim Nowack. The board voted to approve employee wage increase and the adoption of the presented wage rate scale for Circulation Clerks. Motion was passed with 4 yes and 0 no.

Facility Image Audit: The image audit was discussed with key areas noted that required work.

New Business

Director’s Report: Alycia McKowen presented the Director’s Report and highlighted some key areas for discussion. Upcoming collaborations and community engagement events were discussed. Alycia McKowen also updated the board on the internal happenings of the library.

Community Garden: Alycia McKowen presented a community garden project to take place on library grounds with library programming to focus on natural literacy and sustainable living.

Approval of Payables: The library board signed off on the payables totaling \$3,412.45.

Public Comment

Kim Nowack gave an update on the Superiorland Library Cooperative employees. Alycia McKowen indicated that a slight change to her schedule in the next few weeks will occur.

Meeting adjourned at 5:41 PM with a motion to adjourn made by Mary Maurer and seconded by Kim Nowack. Motion carried.

Approved April 9, 2019