

**Wayne Public Library
Board of Trustees Meeting
4:15 p.m. December 18, 2019
MINUTES - Revised**

Present: Ginny Cesarz, Nancy Chiasson, Renee' Davis, Larry McConnell and Lois VanStipdonk

Also Present: Jody Wolak, Judith Bauer and Tom Porter

Excused Absent:

I. Call to Order: Lois VanStipdonk called the meeting to order at 4:13 p.m.

II. Announcements: none

III. Introduction of Guests: Tom Porter here instead of Phil Wagner

IV. Public Comments: none

V. Approval of Agenda: 1 item was added to the agenda under new business; E. Larry made a motion to approve the amended agenda, Ginny seconded. Motion carried.

VI. Approval of minutes: Ginny made a motion to approve the minutes from Nov 13, 2019. Renee' seconded, motion carried. Ginny made a motion to approve the minutes from Dec 3, 2019. Nancy seconded, motion carried.

VII. Correspondence: A thank you letter from VFW for letting them put boxes in the lobby for their Coats 4 Veterans drive.

VIII. Reports:

A. President's report: Officer elections are in April.

B. Revenue and expenditures: Jody finally received the updated report.

C. Director's report: Jody reported that the new computers were installed Dec 2 & 3.

D. Department reports: still weeding and rearranging in all sections

E. Friends: The Friends did not have a meeting in December.

IX. Unfinished Business:

A. Policy review & updates: scheduled for 2020

B. Updating job descriptions: scheduled for 2020

C. Paper Retriever recycling: still working out the details

X. New Business:

A. Pay ranges review: Jody is doing staff reviews in Jan

B. Library Privacy Act legislation update: some changes are pending

C. Meeting room usage: discussion about room usage for political candidates

D. Director's employment agreement (request from city): Nancy motioned this be tabled till Feb 2020. Larry seconded, motion carried.

E. Clare's memo: discussion about the administration fees the City charges the library.

XI. Adjourn to closed session (at Jody Wolak's request) to discuss the annual evaluation of library director Jody Wolak: Larry McConnell made a motion to adjourn to closed session at

5:35 pm. Ginny Cesarz seconded. Role call vote: Lois VanStipdonk - Yes, Ginny Cesarz - Yes, Renee' Davis - Yes, Nancy Chiasson - Yes, Larry McConnell – Yes.

XII. Return to open session: Returned to open session at 5:57 pm.

XIII. Approval of library director's annual evaluation and fiscal year 2020-21 compensation package: Larry made a motion at 5:58 pm to approve Jody's Wolak's annual review, bonus, and compensation package as discussed in closed session. Ginny seconded. Motion carried.

XIV. Adjournment: Meeting adjourned at 6:00 pm.

Minutes taken by
Judith Bauer and Renee' Davis

Secretary