

Garrett Public Library
BOARD OF TRUSTEES MINUTES
September 10, 2019

- I.** The meeting of the Garrett Public Library Board of Trustees was called to order by Vice President Kerry Baumgartner at 6:46 p.m. Others in attendance were Todd Custer, Amy Demske, Tonya Weaver, Tina Wooldridge and Executive Director, Nick Stephan. Todd Miller was absent.
- II. Secretary's Report**
With a motion by Todd Custer, second by Tina Wooldridge, and vote taken, the minutes from the regular August 13, 2019 Board Meeting and the August 13, 2019 Executive Session were unanimously approved.
- III. Financial Report**
The Register of Claims for 8/14/19 to 8/31/19 were reviewed and discussed. With a motion by Amy Demske, second by Tonya Weaver, and vote taken, the Register of Claims was unanimously approved. The Register of Claims for 9/1/19 to 9/10/19 and Financial Reports were reviewed and discussed. With a motion by Amy Demske, second by Tina Wooldridge, and vote taken, they were unanimously approved.
- IV. Director's Report**
- A. Executive Director, Nick Stephan, reviewed the monthly statistics report from August 2019. Mr. Stephan noted the August 2019 monthly use statistics for children in all areas were up compared to August 2018. In regards to the circulation data, a trend was noted that children circulation in most areas was also up. The monthly program data was also reviewed. The total program attendance is up by 4% for the year. Makerspace ideas were discussed.
 - B. Executive Director, Nick Stephan, shared the August monthly staff reports. He noted the staff training day was successful. Director Stephan shared his activity plan for the next month. He also noted the many programs and activities planned by the staff which support the mission of the Garrett Public Library.
 - C. Executive Director, Nick Stephan, shared a new salary schedule draft. Discussion occurred regarding the options presented. Mr. Stephan will come back to the next meeting with additional information on pay scales for Board review.
 - D. Vice President Kerry Baumgartner presented a resolution to renew Anthem Healthcare Policy Plan 1 with a monthly charge of \$9,531.80 and an annual price of \$114,381.60. With a motion by Todd Custer, second by Tina Wooldridge, and vote taken, the resolution was approved unanimously.
 - E. Vice President Kerry Baumgartner presented a resolution to reduce an appropriation. The amount appropriated for Other Service and Charges in the Rainy Day Fund was \$134,900.00 and will be reduced by \$11,000.00 for a new amount appropriated as \$123,900.00. With a motion by Tonya Weaver, second by Kerry Baumgartner, and vote taken, the resolution was approved unanimously.

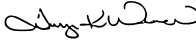
- F. Director Stephan provided the Board with an update on parking lot lighting. Weller Electric will complete the project this month.
- G. Director Stephan reported that Signature Construction will be installing new signage on the property.

V. Other Business

- A. Nick Stephan has submitted the appropriate paperwork for the board replacement.

The meeting adjourned at 8:17 p.m.

The next regular board meeting will be October 8, 2019 at 6:30 p.m.


Tonya Weaver, Secretary