

Regular Meeting  
November 8, 2006

Board Members Present: Yelick-Miller, Eubank, Reiz, Wilson, Schuster  
Board Members Absent: Sergott  
Staff Present: Harrison, Feher, Fannon

Yelick-Miller called the meeting to order at 7:03 PM.

Eubank made a motion supported by Reiz to approve the agenda. Ayes: All. Nays: None. Schuster abstained from voting. Motion passed.

Eubank made a motion supported by Wilson to amend the minutes of the regular meeting of October 11, 2006. Under Personnel Committee Recommendations the following statement was added: "Chuck Schacht was asked to give his opinion due to his tenure at Kezar." Ayes: All. Nays: None. Motion passed.

**PUBLIC PARTICIPATION**

Kathy Fannon stated that she disagreed with some of the comments Schacht made at the October 11, 2006 meeting. She stated that one full time library assistant may not be beneficial to the operation of Kezar and that it may be better to have two part time library assistants or rotating library assistants as there are presently, stating that there may not be enough work to keep a full time library assistant busy.

**FINANCIAL REPORT**

September 30, 2006 Balance	\$1,518,227.43
October 31, 2006 Revenues	9,392.93
October 31, 2006 Expenditures	<u>164,570.46</u>
October 31, 2006 Balance	1,363,049.90
Debt Service Fund Balance October 31, 2006	63,091.94

Harrison stated that a budget adjustment needed to be made to the Insurance line item. She recommended they move \$1,065 from the Reference Services line item. Eubank made a motion supported by Schuster to adjust the budget. Ayes: All. Nays: None. Motion passed.

Harrison also stated that she would call Ed Lynch of Edward Jones regarding the CD that matures on November 11, 2006.

Harrison pointed out that she paid some computer services invoices from the balance in the cooperative account, keeping in mind the large tax refund that may be due Ford shortly.

Wilson made a motion supported by Schuster to accept the Financial Report. Ayes: All. Nays: None. Motion passed.

## **LIBRARY BILLS**

Harrison explained that the large amount of money to Checkpoint was for labels, new DVD cases and their annual maintenance agreement. The new DVD cases will enable patrons to use the self-checkout machine to check out DVD's. Harrison stated that with all the volunteers the library uses, all DVDs should be switched over to new cases in a short period of time.

Eubank made a motion supported by Reiz to pay the Library Bills for the month of November. Ayes: All. Nays: None. Motion passed.

## **DIRECTOR'S REPORT**

Harrison informed the Board that the next step in the soffit repair was for her to go out for bids.

Eubank reminded the Board that they had talked about beginning to paint the interior of the library. Harrison stated she would like to hire a designer to give recommendations for adding some color, especially in the children's room. She told the Board that she had budgeted for painting of the meeting rooms this fiscal year.

Harrison stated that she had interviewed six candidates for the Head of Adult Services position, and that she would be selecting someone from those six by Monday.

## **OLD BUSINESS**

Harrison informed the Board that she had talked with Charlaine Ezell in an attempt to get out of the contract the library signed with her. Ms. Ezell felt strongly that she did not want to get out of the contract for doing the strategic plan because she would have to lay off staff, causing a great hardship to her. She stated that she could start later and extend her payment into the next fiscal year. Yelick-Miller wondered if it would be beneficial to have the library's attorney write a letter to Ms. Ezell stating the library's case for hardship in light of the looming large debt to Ford. Wilson stated that it would probably cost too much in attorney fees, and she further stated that the library had made a legal commitment to Ms. Ezell for her services and they should honor it. Harrison stated that

the next step is to meet with her again in February and possibly conduct the survey in March.

## **NEW BUSINESS**

Yelick-Miller stated that she had conducted a phone vote of all Board members with the exception of Schuster who was out of the country, and they unanimously agreed to increase the amount of Director's Liability Insurance to \$2,000,000 from \$1,000,000.

Harrison reminded the Board that at the November meeting, the Board normally votes on the MERS Benefit E retiree cost of living increase for the upcoming year. Yelick-Miller reminded the Board that this was not obligatory on the part of the Board and in light of the repayment of money to Ford, they may want to discuss whether to adopt the increase this year.

Wilson made a motion supported by Eubank to approve the 2% cost of living increase. Ayes: All. Nays: None. Motion passed.

Yelick-Miller asked how the rewrite of the policy manual was coming, especially the harassment policy. Harrison stated that she was scheduled to attend a seminar on policy manuals next week.

Schuster informed the Board that the Saturday before Halloween, she stopped by Kezar and saw two very dedicated staff members, Kathy Fannon and Michelle Yochim, giving out candy in cold, drizzly weather with smiles on their faces for all the children who came trick or treating. Schuster wanted to commend these staff members for their good works.

Schuster made a motion supported by Eubank to adjourn the meeting. Ayes: All. Nays: None. Motion passed.

Meeting adjourned at 7:55 PM.

Evva Schuster  
Secretary

Linda Feher  
Recording Secretary

