

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, August 20, 2018 – 6:00 PM
AMENDED

Call to Order: The meeting was called to order by President Hansen at 6:03 p.m.

Roll Call: Present: Borwig, Hansen, Johnson, Kettwig, and Pritchett
Absent: Clements, Pritchett and Rasanen
A quorum was present.
Mayor Faas was in attendance.

Approval of July 16, 2018 Monthly Meeting Minutes: Kettwig moved and Johnson seconded to approve the minutes from the July 16, 2018 meeting. Hansen said he questioned the portion where Director Jensen noted that she had been paid for the Labor Day holiday without question and said he didn't remember that being said at all; he wondered if other board members did. Borwig said yes, she did. Ayes – 5. The motion carried.

Approval of bills to be paid in August: Hansen moved and Johnson seconded to approve the bills to be paid in August. Ayes - 5. The motion carried.

Treasurer's Report: Johnson gave the report in the absence of Treasurer Pritchett.

Pritchett arrived at 6:06 p.m.

Circulation Report: The circulation report was reviewed. There were no comments or questions.

Old Business:

1. **50th anniversary celebration discussion:** Director Jensen noted that she thought the parade and Community Days celebration stuff went off pretty seamlessly. She said we had plenty of riders for the float and although there was some exuberance with the Icee throwing, they thought they probably had enough supplies. She told the board of the Facebook rock 'n roll contest that she held during the Community Days celebration and she noted that they had a good turn-out for the tent and noted they had 109 masks that were colored. She said they gave away the pens, cups and fans that all said 50th celebration on them. She also told them about the drawing for the Kindles and how she went to the house of the adult winner and surprised her with it. She said that although she tried to deliver the youth Kindle, she could not connect but that they have since collected at the library. She noted that she got pictures of both winners.

New Business:

1. **Employee Compensation:** Hansen started out by saying he felt this and the second item on the agenda pertaining to review of holiday pay and requiring hours and wages were probably the same thing but he didn't know that the second item was going to be on the agenda. Borwig noted that she asked that it be included. Hansen recapped that during the last meeting there was a holiday pay request in question that was refused by City Clerk Kobliska but was approved by the majority during that meeting. He presented a spreadsheet of numbers that he passed around to the board members that highlighted when Director Jensen worked on said Mondays and why. He felt that she was being dishonest with her reporting. Director Jensen said that at no time did she say she worked full days on the Mondays that she worked but that she had worked 26 of the past 52 Mondays in some form or fashion which, in her opinion, is pretty regular since Monday is her day off. Hansen feels that since she is compensated for the hourly wage that she works on those

days, no other benefit is due to her. Then insurance was brought in to question and Hansen, visibly upset, said they were going to have to add an additional \$20,000 to next year's budget just to cover everything that Jensen feels she's entitled. Kettwig asked Mayor Faas to weigh in. He said he would but he didn't think they'd like what he had to say. He said that Director Jensen works more than 30 hours per week so is considered full-time and should be treated like every other full-time employee, with regards to insurance. He said he would be happy to get the attorney's opinion for them for the next meeting. Pritchett said she'd appreciate that. No action was taken and it was decided at the table that this would be discussed at next month's meeting. All board members were asked to be in attendance for that meeting.

Nichols left at 6:49 p.m.

- 2. Review/Revision/Approval of Library By-laws:** There was short discussion about the changing of the by-laws to reflect having the Library Director become the secretary. Mayor Faas said that it is not in Director Jensen's job description to be secretary and that a secretary should remain a member from the library board. This item was tabled until next meeting.
- 3. Accreditation discussion and plan:** Director Jensen informed the board that the library's accreditation is coming due in February of 2019 and with the change of some of the standards, there are some that are going to need to be looked at to continue to receive the Direct State Aid funding from the State Library of Iowa. She went through the standards with them and pointed out in the Tier 1 standards, the only one that they are going to need to focus on is an annual performance evaluation of the Director. She noted that salary ranges are not required within the written job descriptions. In the Tier 2 standards, the only one that needs to be focused on is the written plan. She said they meet all of the rest of them. In addition, they meet all of the Tier 3 standards and 27 of the 38 non-tier standards which is enough for full accreditation, as only 20 are necessary.

Discussion: There was no further discussion.

Adjournment: There being no further business the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Shannon Jensen, Library Director