

ADA PUBLIC LIBRARY BOARD OF TRUSTEES

January 29, 2024 – 9:07 A.M.

The Ada Public Library Board of Trustees met in regular session on Monday, January 29, 2024 at 9:07 a.m.

Roll Call: Bethany Spieth, present; Ann Donnelly Hamilton, absent; Jenny Gargac, present; Brandon Fauber present; Robert Alexander, present.; Melanie Weaver, present; Aaron Morford, present.

Bethany Spieth asked for nominations for the office of secretary for 2024. Brandon Fauber moved, seconded by Jenny Gargac that Melanie Weaver be nominated for the office of secretary. Roll call: All yea. Motion carried. Melanie Weaver will serve as secretary for 2024.

The minutes of the December 18, 2023 Re-organizational Meeting were approved by the Board as previously distributed.

The minutes of the December 18, 2023 Regular Meeting were approved by the Board as previously distributed.

FISCAL OFFICER REPORTS:

The Fiscal Officer was not present to review the monthly Financial Report which includes a Receipts report, Payment Report, Income Statement, and Bank Reconciliation. Reports were distributed to all Board members by email prior to the meeting. (see attachment A).

After discussion Brandon Fauber moved, seconded by Jenny Gargac to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

Aaron Morford left at 9:30 a.m.

CORRESPONDENCE:

Bethany thanked Karen Garver for catching the spam email that was sent from Bethany's email account.

DIRECTOR'S REPORT: (see attachment B)

The Board discussed the hot water problem in the meeting room.

The Board and Director discussed that all employees have general duties that are the same, but each individual has certain specialty duties. Suggestions were made for language changes to job descriptions.

Board members praised the new Youth Services Coordinator's performance and enthusiasm during library events.

NEW BUSINESS:

EXECUTIVE SESSION. Motion made may by Brandon Fauber and seconded by Jenny Gargac to adjourn into executive session at 9:54 a.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official or to consider the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing. All voted yes on the roll call vote.

EXECUTIVE SESSION. Motion was made by Robert Alexander and seconded by Melanie Weaver to come out of executive session at 10:34 a.m. All voted yes on the roll call vote.

Robert Alexander left at 10:35 a.m.

2024 SALARY INCREASES: The Board discussed staff evaluations. Brandon Fauber moved that the 2024 salary increases be as follows: For employees who receive a ranking of 1, 2, or 3 on their end-of-year evaluation, a salary increase of 4%. For employees who receive a ranking of 4 on their end-of-year evaluation, a salary increase of 4.5%. For employees who receive a ranking of 5 on their end-of-year evaluation, a salary increase of 5%. Jenny Gargac seconded. The Roll Call vote was follows: All voted yes on the roll call vote.

The Board held a discussion about the need for policy manual review this year including a new policy for wage reviews and evaluations.

The Board commented that data is being gathered and reviewed related to retention compensation.

BOARD COMMENT. None.

PUBLIC COMMENT. None.

At 10:50 a.m., Brandon Fauber, declared the meeting adjourned.



President

Secretary