

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT

AUGUST 25, 1994

MINUTES OF SPECIAL BOARD MEETING

SPECIAL MEETING called to order at 2:05 p.m. in the main room of the library. Fallis - President, presiding.

The meeting was moved to the upper level and Madison was appointed Secretary Pro Temp in the absence of the Secretary, Schaefer.

PURPOSE: To consider information regarding appointment, employment, or dismissal of an employee or officer and provide update on new building plans.

ROLL CALL - Present were Huck, Madison, Merz, Fallis (4).
Absent - Cassot, Noonan, Schaefer (3).

Motion to enter into closed session to consider information regarding appointment, employment, or dismissal of an employee or officer and ask Walker, Van Hoose, J. Little, and D. Little to provide information as necessary was made by Madison, seconded by Merz. Motion carried. Ayes - Huck, Madison, Merz, Fallis (4).
Absent - Cassot, Noonan, Schaefer (3).

Closed Session entered into 2:10 p.m. and returned to open session at 4:52 p.m.

Cassot joined the closed session meeting at 2:13 p.m.

Walker reported on the various adjustments that have been made in library operations. Work schedules and duties are being adjusted and rotated as needed. Jarvis Township has made contact regarding an individual who needs 30 hours per month service hours and a contact from the UPWE program concerning another individual they desire to place with us at 20 hours per week has been received. J. Little will take charge of story hours and lead in after school programming. Van Hoose will add cataloguing videos and kits and help with library patron cards. Book shelving adjustment have been completed, making the various collections more accessible to the appropriate age groups. Plans to process the previously pulled books have also been made and will be completed. Various staff personnel will attend the various Lewis & Clark meetings as time will permit. Walker recommends taking a survey on magazines and adult programming desires of the District and suggested ways and means of accomplishing same; will proceed.

All staff personnel have reported problems with the 386 computer and recommend replacement. Recommended that Bill Stevens be contacted for guidance and input from Lewis & Clark.

RESIGNATION - A letter of resignation as trustee was submitted by Schaefer. Motion to accept the resignation with regrets was made by Cassot, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5) Nays - none (0) Absent - Noonan, Schaefer (2) Letter filed in Trustee file.

Madison volunteered to complete the unexpired term of Secretary with the provision that staff prepare the minutes of the regular Board meetings, under Madison's direction. This was agreeable to all. Motion to appoint Madison Board Secretary until the May 1995 meeting was made by Cassot, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5) Nays - none (0) Absent - Noonan, Schaefer (2)

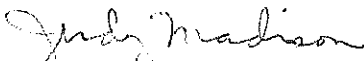
Motion that Walker continue with the additional duties of the day-to-day operation of the library for the interim period of August 25, 1994 through November 1, 1994 inclusive, at the interim per hour bonus was made by Madison, seconded by Huck. Motion carried. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

Motion to assign the task of preparing Board minutes to Van Hoose, at her current pay rate, beginning with the September meeting, as per negotiations, was made by Madison, seconded by Cassot. Motion carried. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

Madison was assigned the task of securing a new trustee as per guidelines provided.

NEW BUILDING - Huck reported that Ittner was not able to get the drawings completed as anticipated, but would get them finished Friday, August 26, 1994. Huck will check with him tomorrow. Madison reported that Eastman will get back with Bond Council. A letter to the State regarding the delay in signing the construction contract will probably have to be made. Huck will take care of this, as necessary.

Meeting Adjourned at 5:04 p.m.


Judy Madison,
Secretary