



Board of Trustees Meeting
Minutes of Meeting on April 17, 2024

I. Call to order: Meeting was called to order at 6:00 PM by Vice President M. Mancini

Motion by M. Mancini, 2nd P. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

II. Roll call/Attendance

- a. Library Trustees Present: V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith
- b. Library Trustees Excused: President: M. Gillette; Trustees: G. Bridges
- c. Library Trustees Absent:
- d. Library Staff Present: Library Director, Seth Jacobus

III. Approval of meeting agenda for April 17, 2024 meeting.

Motion to approve the agenda for the April 17, 2024 meeting.

Motion by M. Mancini, 2nd Hana, unanimously approved. Motion carried.

YES: ;5/5 V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

IV. Period of Public Expression: N/A

V. Approval of minutes from March 20, 2024 meeting

Motion to approve the minutes from the March 20, 2024 meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES:5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat | NO: 0/5

VI. Manifest #11

Motion to accept Manifest #11

Motion by M. Mancini, 2nd H. Smith Unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

VII. April 2024 financial report

Motion to approve the April financial report.

Motion by M. Mancini, 2nd P. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

VIII. Old Business

a. MOU Library & GFJ Friends

b. Vote Committee Report

c. Part Time Library Assistant-5hrs/week@\$22/hr

Motion to approve the hiring of Ella Pieterse for an additional 5 hours per week (total of 23 hours per week) at \$22 per hour.

Motion by P. Russell, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat | NO: 0/5

d. Full Time Adult Services Librarian I-\$26.50/hr

Motion to approve the posting of a Full Time Adult Services Librarian I at a rate of \$26.50 per hour.

Motion by H. Smith, 2nd P. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

- e. 2024 Town of Union Newsletter Quotes
Ben Lainhart from YHPL has made arrangements with Riger Marketing for newsletter design. He will be getting quotes for printing and postage.

IX. New Business

- a. Approval of FY. 24-25 GFJ Budget

Motion to approve the operating budget for FY. 24-25 with revenues totaling \$1,228,200 and expenses totaling \$1,373,080.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

- b. Staff/Library Health Insurance Contribution Rates FY. 24-25

Motion to increase staff health insurance contribution from 17% to 18% for FY. 24-25.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

- c. Staff Raise % for FY. 24-25

Motion to approve staff raises of 4% for all eligible staff and additional increases for hourly workers effective June 1, 2024.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | NO: 0/5

- d. Approval of payment for 24-25 automation fee

Motion to approve payment of the 24-25 automation fee and 24-25 Overdrive.

Motion by H. Smith, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

- e. Patron incident-A. Kane

**Motion to ban A. Kane from GFJ Library permanently.
Motion by S. Russell, 2nd Hannah, unanimously approved. Motion carried.**

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

- f. Lady bugs all pest solutions contract

Motion to approve the contract by Lady Bugs All Pest Solutions and cancel the current pest services contract with Orkin.

Motion by M. Mancini, 2nd P. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

- X. Motion for Executive Session

Motion to enter Executive Session at 6:45 pm

The Board voted to enter into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

Motion to exit Executive Session at 7:05 pm

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

The Board discussed adding five work hours Ella Pieterse's schedule for a total of 23 hours weekly to fill a vacancy that was created by the resignation of Gail Szeliga. The Board also discussed a letter from Erin Singleton, Head of the Youth Services Department, at the request of Page, Justin Seitz, who is requesting additional leave time.

XI. Other Business

Motion to approve the unpaid time off by Justin Seitz for up to 2 months as needed.

Motion by S. Russell, 2nd M. Mancini, unanimously approved. Motion carried.

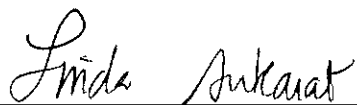
YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**

XII. Adjournment

Motion to adjourn at 7:55 pm

Motion by P. Russell, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; V. President: M. Mancini; and Trustees: P. Russell, S. Russell, L. Sukarat, H. Smith | **NO: 0/5**



Linda Sukarat

Date 4/17/24