

The meeting was called to order at 6:32 pm by Chair Kiernan.

- 1.0 ROLL CALL** – Present: T. Kiernan (Chair), Trustees: B. Shaw, N. Wilkes, L. Komars, E. Leonard, P. Harycki (arrived after Election of Officers), Library Director S. Lewin-Lane, Assistant Library Manager S. Harrison, Village Liaison M. Bennett, Absent and excused: Trustee D. Sweet
- 2.0 PUBLIC COMMENT** – no comment
- 3.0 ANNUAL MEETING**
  - 3.1 Election of Officers 2024-2025 – Action
    - Motion (Leonard/Shaw) moves to nominate Tom Kiernan for President – passed 5-0-2
    - Motion (Wilkes/Shaw) moves to nominate Emeran Leonard as Vice President – passed 5-0-2
    - Motion (Leonard/Komars) move to nominate Bernie Shaw as Treasurer – passed 5-0-2
    - Motion (Wilkes/Shaw) moves to nominate Lori Komars as Secretary – passed 5-0-2
- 4.0 CONSENT AGENDA**
  - 4.1 Motion (Shaw/Leonard) moves to approve minutes from 6/27/24 Library Board Meeting – passed 6-0-1
  - 4.2 Motion (Shaw/Leonard) moves to approve minutes from 5/28/24 special meeting – passed 6-0-1
  - 4.3 Motion (Shaw/Leonard) moves to approve Library Budget Report and Board Fund June 2024 – passed
  - 4.4 Motion (Shaw/Leonard) moves to approve Library Payroll #13-14 – passed 6-0-1
  - 4.5 Motion (Shaw/Leonard) moves to have next Library Board meeting on Thursday, August 22<sup>nd</sup>, 2024 – passed 6-0-1
- 5.0 COMMITTEE AND LIAISON REPORTS**
- 6.0 DIRECTOR'S REPORT**
- 7.0 AGENDA ITEMS**
  - 7.1 Resolution #L24-01 to transfer MCFLS funds of \$67,000 to Village
    - Motion (Leonard/Harycki) moves to transfer \$67,000 to the village – passed 6-0-1
  - 7.2 Request to close library on Friday, October 25<sup>th</sup> at 1pm for half-day of training
    - Trustee Shaw asked how this will be communicated to the public. Through the normal means of social media, in-house signage, etc. Trustee Komars mentioned that this is also a no-school day at Whitnall
    - Motion (Shaw/Wilkes) move to close the library at 1pm for a half day of training on Friday, October 25<sup>th</sup> – passed 6-0-1
  - 7.3 Update employee handbook sick day and overtime policy to match Village
    - Motion (Harycki/Leonard) moves to update the Library Handbook verbiage to mirror the Village's Handbook – passed 6-0-1
  - 7.4 Library staff pay scale update
    - Director Lewin-Lane gave a brief history of the current staff pay scale and the

discrepancies that were pointed out by village administration. The pay scale was adjusted for all positions based off of village administration's suggestion.

Motion (Leonard/Shaw) moves to approve the new pay scale – passed 6-0-1

7.5 Creation of Circulation Team Lead position

Director Lewin-Lane discussed the history of staffing since she started and the needs that need to be filled. Created this new position to fill gaps and help delineate tasks more accurately.

Motion (Shaw/Komas) moves to create the Circulation Team Lead position reporting to Seth Harrison– passed 6-0-1

7.6 Set date for Special Meeting: Book Reconsideration Appeal  
August 13<sup>th</sup>, 2024 was decided upon by board members.

**8.0 ADJOURNMENT** Motion (Harycki/Leonard) moves to adjourn meeting – passed 6-0-1

*Seth Harrison* / (e-signature)

Seth Harrison, Assistant Library Manager

Distribution: Library Board, Library Director, Library staff, Village Administrator, Village Board, MCFLS  
Post: Library Bulletin Board, Village Hall Bulletin Board, Fire Department