

The meeting was called to order at 6:30 pm by Chair Kiernan.

- 1.0 ROLL CALL** – Present: T. Kiernan (Chair), Trustees: L. Kommas, E. Leonard, B. Shaw, D. Sweet (arrived after approval of Consent Agenda 3.1, 3.3, 3.4) Library Director S. Lewin-Lane, Village President D. Besson, Absent and excused: Trustees P. Harycki, and N. Wilkes
- 2.0 PUBLIC COMMENT** – no comment
- 3.0 CONSENT AGENDA**
 - 3.1 Motion (Shaw/Leonard) moves to approve minutes from 8/24/23 Library Board Meeting – passed 4-0-3
 - 3.2 Motion (Shaw/Kommas) moves to approve Library Budget Report and Board Fund July 2023 – passed 5-0-2
 - 3.3 Motion (Shaw/Leonard) moves to approve Library Payroll #15,16 – passed 4-0-3
 - 3.4 Motion (Shaw/Leonard) moves to have next Library Board meeting on Thursday, October 26, 2023 – passed 4-0-3
- 4.0 COMMITTEE AND LIASON REPORTS**
- 5.0 DIRECTOR'S REPORT**
- 6.0 AGENDA ITEMS**
 - 6.1 Resolution #L23-01 to transfer MCFLS funds of \$67,000 to Village – needs to be voted on each year by the Library Board. Resolution signed by Chair. Kiernan and Trustee B. Shaw (Treasurer), Motion (Kommas/Leonard) moves to transfer \$67,000 of MCFLS fund to Village – passed 5-0-2
 - 6.2 Approval of Facilities Cleaning Assistant job description, creation of position, addition to 2023 pay scale and recruitment start date – discussion on position and some clarification of tasks. It was brought up that this person will be cleaning Historical Society and Ben Hunt Cabin, and would be paid by appropriate department for work completed. Further discussion on cleaning/maintenance responsibilities. L. Kommas questioned insurance and position would be covered under Village regular insurance. Motion (Leonard/Shaw) moves to approve Facilities Clean assistant job description, creation of position, addition to 2023 pay scale and recruitment start date – passed 5-0-2
 - 6.3 Approval to terminate current cleaning contract (minimum 30 days' notice) – discussion about the timeline of hiring for the new position and when would be the best time to terminate the contact. D. Sweet suggests giving Director Lewin-Lane the authority to cancel the contract on the Board behalf once a viable candidate has been hired. Would avoid waiting until the next Board meeting to approve the cancellation of the contract. Motion (Sweet/Shaw) moves to authorize the library director to terminate the cleaning contract on the board's behalf once the hiring subcommittee has an applicant identified to take over cleaning responsibilities – passed 5-0-2
 - 6.4 Review of Foundation meeting on 9/27/23 – looking for support from the Library and Village Boards. Library Board and Village Board would each appoint a trustee as a voting member of the foundation's board. Chair Kiernan suggest N. Wilkes as the

Library Board trustee representative. Motion (Shaw/Leonard) moves to invite N. Wilkes to join the foundation's board as the Library Board representative – passed 5-0-2

7.0 ADJOURNMENT Motion (Shaw/Sweet) moves to adjourn meeting – passed 5-0-2

Seth Harrison / (e-signature)

Seth Harrison, Assistant Library Manager

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