

West Sangamon Public Library District  
Board of Trustees Meeting  
March 4, 2014

MINUTES

June Atkinson – present  
Robert Barth – present  
Felicia Burns – absent  
Chris Byer - present

Martha Darling - present  
Katie Frank - present  
Denee Scheidenhelm - absent

The March 5, 2014, meeting of the West Sangamon Library was called to order at 7:00 p.m. by President Barth. Roll call was taken with five trustees in attendance and two absent.

Reading of the minutes from the meeting on January 7, 2014, [*CORRECTION*: January 14, 2014,] was tabled until the next meeting.

Treasurer's Report:

The treasurer reported that \$55,000 is in the money market and \$6,000 is in checking account. Chris Byer motioned to accept the report and it was approved by a roll call vote.

President's Report:

Finalization of the vacation schedule for full-time employees was discussed. Katie Frank made a motion to accept the vacation schedule and Chris Byer seconded. A roll call vote was taken with 5 ayes.

The schedule is as follows:

Upon completion of the full-time employee's first year, he/she will have two weeks vacation. Thereafter, the following schedule will be followed for full-time employees.

- 2 through 5 years – 2 weeks vacation
- 6 through 10 years – 3 weeks vacation
- 11 through 15 years – 4 weeks vacation

Director's Report:

Director Benanti reported that a bid has been received to repair the cracked front window, the light fixture in the children's room has been updated, and a plumber and Roto-Rooter were needed to clear a clogged toilet.

The Board Members were reminded to complete the yearly Statement of Economic Interest by May 1, 2014, at [www.sangamoncountyclerk.com](http://www.sangamoncountyclerk.com) .

Chris Byer was thanked for his diplomacy with the neighboring business.

Bob Barth and Martha Darling will meet to update the 10-year mission statement.

There were no Committee Reports.

Old Business:

The monetary award for student pages was discussed. From Friends of the Library Book Sale profits, \$100 per year of satisfactory employment will be awarded to graduating seniors at the Community Unit School District #16's annual Golden Honors award ceremony. The award will be presented by someone from the Library Board or the Friends group. This year's senior is Drew LaKamp and he has worked at the library for one year.

June Atkinson and Martha Darling will invite Book Club and Story Time parents to be "Friends" in order to renew the dormant group. Its treasurer, Julie Rector, is still active.

There was no New Business.

At 8:00 p.m. June Atkinson motioned to adjourn and Katie Frank seconded.

The next meeting will be on Tuesday, May 6, 2014.