

**SALADO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES**

Regular Meeting
5:00 p.m.
July 23, 2018

Salado Public Library
1151 N. Main St.
Salado, Texas 76571

1. *Declaration of quorum and call to order:* Meeting was called to order at 5:02 p.m. by President Nancy Mills Mackey. Others present were Bobbette Bell, Bill Kinnison, Jeanie Lively, Joycelyn Miller, and Pat Rehm. A quorum was present.
2. *Public Forum (limited to five minutes per speaker):* No public comment.
3. *Secretary's report, previously distributed electronically:* Accepted by consensus.
4. *Treasurer's report:* Bobbette presented data from June 30, 2018 to July 21, 2018. Expenses to date have been less than those in the current budget. This report was filed, subject to audit. [Copies may be obtained upon request to the Director.]
5. *Review, update, and approve Investment Policy & Strategy Document:* Bobbette also presented the 2nd quarter report on investment earnings. She explained that since Bancorp-South, the new owner of First State Bank in Salado, does not service adjustable certificates of deposit, our automatic deposit of \$2,500 per month could either be placed in the checking account or in TEXPOOL temporarily. Bill moved that our automatic deposit of \$2,500 per month be invested in TEXPOOL at 1.48% interest until the Bancorp-South CD matures in November, and then the Board can decide how to handle it. The motion was seconded by Bobbette and was passed unanimously.
6. *Presentation of draft of 2018-2019 budget:* Director Lively proposed a new budget that is larger than this year's budget, in order to accommodate added payroll expenses and a few additional expenditures in other categories. Additional income is also expected, however, from sales tax revenue. No action was taken at this time, to allow more review and possible adjustments before the next meeting.
7. *Discuss/Approve possible budget adjustment for staff salary changes:* Director Lively will meet with Joycelyn and Bobbette on August 9th to consider impending salary changes and to develop a scale for salary levels according to a candidate's previous experience and educational background. Since Geri Neemidge has resigned, the Director proposed that Julie Hoy add youth librarian to her position and oversee both the children's and young adult collections and related activities. Ms. Hoy has approved this idea. The Director suggested her hourly rate rise to \$21.60/hour, changing her annual compensation to \$44,500. The Director also suggested a part time position to assist Ms. Hoy. The new assistant's wages might range from \$12 to \$15/hour, up to 24 hours/week.

Discussion resulted in two motions: Bill moved that Julie Hoy receive a new contract with an appropriate raise to \$21.60/hour for expanding duties as our Children and Youth Librarian; the motion was seconded by Joycelyn and was passed unanimously. Then Joycelyn made a second motion: to hire a part time assistant for Ms. Hoy regarding youth programs at \$12 to \$15/hour and 24 hours/week; the motion was seconded by Bobbette and was passed unanimously.

8. *Director's report & Mid-year review on progress toward Annual Goals:* Director Lively highlighted July statistics and special community activities in June & July; she also presented the August calendar of scheduled activities. She then related actions taken to date toward her six annual goals. [Copies of this report may be obtained upon request to the Director.]
9. *Friends of the Library report:* Nancy reported that the Friends Board had met on July 20th to discuss future management of Book Ends. Kay Jackson and Rick Powell agreed to share the responsibilities of management and extra book disposal as co-chairs. More volunteers will be sought to cull, sort, and shelve donated books each week.
10. *Report on the Strategic Plan:* As mentioned in Director Lively's annual goals update, the committee had decided not to hire a consultant, but to do the plan in-house. The first step is for her to work with the staff. At a staff meeting on August 16th, the staff's responses to two previously distributed questions will be reported and discussed. A consensus will be presented to the Strategic Planning Committee.
11. *Agenda items for August Board Meeting:* Report on the employees' salary audit and Update from the Strategic Planning Committee.
12. *Adjournment:* Approved by consensus at 6:05 pm.

Next Meeting: Monday, August 27, 2018, at 5:00 pm. at the Salado Public Library.

Respectfully submitted by Patricia A. Rehm