

Harrisburg Public Library District
Board of Trustees Meeting Minutes
November 20, 2019

The regular meeting of the Board of Trustees of the Harrisburg Public Library District was called to order by President Joe Ewing at 5:05pm. In attendance were Trustees Sally Woffard, Kelly Phelps, Lynda Clemmons, Gary Jones, Janet Jones and Director Krystal Gulley.

Consent Agenda: A motion was made to accept last month's minutes/consent agenda as presented. The motion carried unanimously on a roll call vote.

President: President, Joe Ewing started the meeting with discussion of hanging art show and a walk through. He commended Krystal Gulley on her job performance that he noticed during the walk though. He noted how well she knew her patrons and attended to their needs.

Correspondence: none

Committee reports

Finance – No new business

Personnel -personnel policy was reviewed and Equal Opportunity section needs to be revised. VESSA (victim's economic security and safety act) should be 12 weeks and is now 8 weeks.

Building-Joe Ewing, Lynda Clemmons, Dave Clemmons and Krystal Gulley did a walk-through of the building and grounds. They addressed the following concerns: tiles in the board room, the kitchen door needs to be restrained, storage in the kitchen and tidying up, trap needs replaced in kitchen sink, motion switch for the bathroom light, paint a wall, the dryvit on west exterior has a crack, leak prevails around door and soffit is hanging down on white building. Plans were made to call Greg Elam about the dryvit and see if repair or replacement is ideal. Floor samples were available for the Alice Barnes room remodel.

Director's Report

AARP tax aide program was discussed with plans to start 2021.

Roof repair has been completed with extra expenses including overtime, Turner Welding and Barnes Lumber. Expenses were each approved unanimously by rollcall vote as follows:

Wes Ratliff for Overtime \$1676.40 motion by Sally Woffard.

Turner Welding \$1068.00 motion by Gary Jones

Barnes Lumber \$9597.42 (\$3500.00 already approved) by Sally Woffard

There is thought to be no more outstanding expenses for the roof.

Holiday Bonus for employees was discussed and the Board decided to give each employee 1 week's pay. The motion was made by Lynda Clemmons and passed unanimously by roll call vote.

The Holiday Home Tour was discussed with jobs being delegated and schedules reviewed.

A motion was made by Trustee Woffard to adjourn at 6:01