

## Crawford County Public Library Board Minutes

November 28, 2023

Public Input. No public input.

President Angela Crecelius called the meeting to order. Members present: Gene Mattingly, Donna Smith, Zoe Zellner. Board members Kim Smith, Beth Bonham, and David Grow were not present. Library Director Tracy Underhill and Hillary Campbell were also present.

### Old Business.

Credit Card Service. Tracy needs to work on a policy for this with Hillary. This issue is tabled until January.

### New Business.

Financial provisions for the remaining year. Donna made a motion to allow Tracy and Hillary to take care of financial matters for December and January. Gene seconded. Motion passed 4-0.

Staff Stipends. Donna made a motion to pay a year-end stipend to staff members, excluding Tracy, at a rate of 60 cents per hour worked. Her motion also included paying Tracy a year-end stipend at the rate of 70 cents an hour worked. Zoe seconded. Motion passed 4-0.

Salary Ordinance for 2024. Gene made a motion to approve the Salary Ordinance, as prepared, for 2024. Zoe seconded. Motion passed 4-0. Salary Ordinance was signed by those members present.

Holiday Closures for 2024. Zoe made a motion to approve the Holiday Closures list for 2024. Gene seconded. Motion passed 4-0.

Levels of Service Policy. Donna made a motion to approve the Levels of Service Policy, as written. Zoe seconded. Motion passed 4-0.

Campbell Financial Services contract. Donna made a motion to approve the 2024 contract with Campbell Financial Services. Gene seconded. Motion passed 4-0.

Budget Reduction. Donna made a motion to reduce the Operating Fund \$20,000 and the Rainy Day Fund by \$3,000. Zoe seconded. Motion passed 4-0.

December 26 closure. Zoe made a motion to close the Library on December 26. Gene seconded. Motion passed 4-0.

Other Items of Business. Tracy told the board that the next Music Jam will be held on January 13.

Donna made a motion to adjourn the meeting. Zoe seconded. Motion passed 4-0.