# **Minutes of Solon Public Library Board**

Date: January 28, 2013

**Present:** Kari Pyle, Jeff Schadler, Paula Sears, Deanna Kleinsmith, Jeff Kreinbring, Jackie Nemecek, Mike McLaughlin, Kris Brown (Librarian)

Welcome to Mike McLaughlin who will be replacing TL Green on the SPLB, pending approval by Johnson County Board of Supervisors. Thank you to TL for his years of service.

Absent: none

Call to order: The meeting was called to order by Kari Pyle @ 7:02 pm.

Approval of Agenda: It was moved by Jackie, seconded by Paula to approve the agenda.

**Approval of Minutes of previous meeting**: It was moved by Paula, seconded by Jeff K. to approve the minutes of the November meeting (no December meeting was held).

Citizen's Speak: none

### **Committee Reports:**

- Building/Facilities—none (Jeff Kreinbring)
- City Council—nothing new (Kari Pyle)
- County—Meet the Legislators (funding issues; Learning Express presentation) (Jackie Nemecek)
- Policies—none (Mike McLaughlin)
- Finances—none (Jeff Schadler)
- Foundation/Friends—nothing to report (will not have a permanent representative)
- Marketing—will meet on an ad hoc basis (Paula Sears)
- Evaluation—new committee (Deanna Kleinsmith)
- Officers and Committee Appointments
  - o President: Kari nominated Paula, Jackie seconded; Approved by unanimous voice vote.
  - Vice President: Kari nominated Deanna, Jeff K seconded; Approved by unanimous voice vote.
  - o Secretary: Kari nominated Jackie, Paula seconded; Approved by unanimous voice vote.

## Librarian's Report: (see Kris' notes)

- Correspondence—none
- Approval of Bills—Move for approval by Deanna, second by Jeff K; Approved by unanimous voice vote
- Programs Joint Community Read Project April 4, 11:30-1:00 pm; The Panic Virus
- Circulation—slow in Dec. and Jan. so far.
- Budget—see Old Business
- Other—
  - Computer issues

- o Training for new circulation software; library will be closed on Feb. 8 for that.
- Weeding—turnover rate of entire collection; Kris is taking a on-line class to help her with this; this is an accreditation requirement (weed 3% every year).

#### **Old Business:**

- Salary Ranges: discussion of the formula and salary chart. Table discussion of cost of living increase for staff.
- Requirements for Accreditation—Kris will bring the booklet of requirements next month.
- No additional cuts in the budget this year.

#### **New Business:**

- Funding sources—discussion of updated document re: this. Leave the updated policy as it is written.
- Exit interviews—at this time, we will not create an exit interview template. Deanna will inquire about city policies and if there are any legal issues we need to be aware of regarding questions we ask.

Adjournment: Moved by Jeff K to adjourn, adjourned at 8:25.

## **Next Meeting:**

Wage ranges, increase in COLA

Submitted by: Jackie Nemecek