

Hartland Public Library
Board of Trustees
6:30 pm September 15, 2020

Present: Trustees: Laura Bergstresser, Dana Jacobsen-Goodhue, Colleen Lannon, Becka Warren, Sarah Stewart Taylor. Staff: Nancy Tusinski.

- I. **Call Trustee Meeting to Order:** Laura called the meeting to order 6:32 pm
 - A. **Corrections and additions to the agenda.** Two agenda items were switched in sequence.
 - B. **Approve August Minutes.** Laura moved to approve the minutes, Dana seconded. passed unanimously.
 - C. **Public Comment.** No public in attendance
- II. **Library Director's Report.** We discussed the Director's Report. Carol Perry will be retiring at the end of September. The Board of Trustees would like to recognize and thank Carol for her many years of service to the Library and the community of Hartland. She will be missed by the Board, the Library Staff, and all the patrons.
- III. **Financial Report.** The Trustees reviewed the Financial Report.
- IV. **New Business**
 - A. **Presentation of Proposed 2021-2022 Budget.** Laura motioned to approve the proposed FY 2022 budget with a 4.3% increase, Colleen seconded. Motion passed unanimously.
 - B. **Executive Session - Personnel issue.** The Board entered Executive Session at 7:01 pm to discuss a personnel issue. The Board came out of Executive Session at 7:14 pm.

Becka moved to amend the personnel policy to read, "An employee who resigns from employment with the Library will be compensated for unused vacation leave at their rate of pay at the time of their resignation, provided that the employee gives at least two weeks written notice of the resignation." Sarah seconded. Motion passed unanimously.

Laura moved that the board accept the Librarian Assistant III position description as written, Colleen seconded. Motion passed unanimously.
- V. **Scheduled Business**
 - A. **Annual Appeal Process.** The Board will discuss this topic again in October.
 - B. **Annual Review of Strategic Plan.** Board reviewed the 2015 Strategic Plan and was pleased to see how many components and ideas have been implemented.

VI. Old Business

- A. Race and Equity Discussion Question #2.** The board discussed the following question: How is your library creating and maintaining an environment of diversity, inclusion and respect both in the library system and in all aspects of the library's community role?

Meeting adjourned at 8:44 pm.