MINUTES
NEILL PUBLIC LIBRARY
BOARD OF TRUSTEES

Special Meeting

December 12, 2012
Young Conference Room
3:00 p.m.

Attendees: William Brock, Jon Anderson, Judy Busch, Robert Rembert, Elizabeth Hindman, Joanna Bailey, Kathleen Ahern, Sarah Morrison

1. Judy moved and Rob seconded approving minutes from the November 14, 2012 Special Meeting. All members voted and the minutes were accepted as presented.

2. Beth moved and Judy seconded approving November and December claims fund vouchers to date. All members voted and the vouchers were accepted as presented.

3. Rob moved and Judy seconded approving December salary warrants. All members voted and the warrants were accepted as presented.

4. Announcements and Reports
   a. Director's report was accepted as presented.
      Notes: Joanna acknowledged her appreciation for the ten years of service Rob has given to the board and the library. She thanked him on her behalf as well as on behalf of the entire library staff for his counsel, support and guidance throughout his tenure. William also thanked Rob for his tenure, leadership and service to this community through his board membership.

      The board asked Joanna to check into the option of presenting monthly board statistics in a more visual format over more comparative block(s) of time. Joanna will look into this and report back to the board on her findings.

   b. Financial report was accepted as presented.

   c. Friends of Neill Public Library
      No report was given.

5. Regular Business
   a. Budget
      City Council approved the 2013 budget as presented.

   b. Time Slip Wage Scale
      Rob moved and Judy seconded a motion to adjust the 3-step salary schedule for the library Aides position category effective January 1st, with no adjustment to the other timeslip position categories. The Library Aide position salary step adjustment would be as follows:
      Step A $9.19
      Step B $9.29
      Step C $9.76
      All members voted and the motion carried.

c. Board Vacancy
Two applications have been received. The board decided to repost for the vacancy until filled. William will contact both applicants to let them know of the reposting and that their applications will stay in the eligible pool of potential board candidates.

d. Set regular meeting dates for 2013
Jon moved and Judy seconded a motion to continue with regular board meetings on the third Wednesday of each month at 3:00 p.m. for 2013. All members voted and the motion carried. The board also decided to cancel the regular Dec 19 board meeting.

e. Policy Update – Disposal of Collections Materials
Rob moved and Beth seconded a motion to accept the policy update as presented by Joanna. All members voted and the motion carried.

6. Adjournment of Special Meeting

Being no further business, Rob moved and William seconded adjourning the special meeting. All voted and the meeting adjourned at 4:11 p.m.

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Chair Attest