

## **ALEXANDRIA-MONROE PUBLIC LIBRARY BOARD**

### **Meeting Minutes**

**March 9, 2017**

**MEMBERS PRESENT:** Bob Rogers, LeeAnne Fisher, Melissa Giles, Suzi Remington, Jennifer Ward , Pam Blake, Shelby Thomas and Montie Manning.

**MEMBERS ABSENT:** None

### **CALL TO ORDER**

President Bob Rogers called the meeting to order at 6:10PM. Minutes of the previous meeting had been sent to each member prior to this meeting. Suzi Remington moved to accept the minutes as presented; LeeAnne Fisher seconded and the motion passed unanimously.

### **OLD BUSINESS**

Staff Appreciation: Montie expressed thanks from the staff for the Valentine's Day Baskets they received, and passed "thank you" cards the staff had signed around to the Board Members.

### **NEW BUSINESS**

- a. Resolution for Non-Resident Library Card Fee at \$80: Manning explained that it had been necessary to increase the cost of non-resident cards for the previous two years in order to help offset the costs of the library renovations. He then informed the Board that we were now able to lower the price of the cards to \$80. LeeAnne Fisher moved to lower the price of non-resident cards to \$80; Pam Blake seconded and the motion passed.
- b. Internet Use Policy: Manning informed the Board that this document must be approved each year, and that there were no changes needed at this time. Melissa Giles moved to approve the policy with no changes, and Pam Blake seconded. The motion passed unanimously.
- c. Change to Monday-Sunday Pay Period as of April 16<sup>th</sup>: Manning explained that if we were to change the pay period cycle it would allow employees to be paid on the same check for an entire weekend worked rather than splitting the weekend between two checks. Pam Blake moved to make this change effective April 16<sup>th</sup>; Suzi Remington seconded and the motion passed unanimously.
- d. Establish Easter as a Variable Hour Holiday: Manning explained to the Board that some staff work an 8 hour day on Sunday, others work 5 hours that and for those not normally scheduled to work earn 4 hours of holiday pay. Manning said that this will eliminate any confusion moving forward. Melissa Giles moved to approve the change as proposed, and Jennifer Ward seconded. The motion passed unanimously.

### **DIRECTOR'S REPORT**

Manning presented the first Director's report compiled from individual reports prepared by the Manager of each department within the library. The Board found this report very informative, and it gave Board members a much better look at the activities and events happening within each department. The consensus was that Manning had hit on a great idea for getting the Department Managers more involved in informing the Board of their individual activities and accomplishments, while allowing the Board a closer look at what's happening every month in each area of the library.

### **TREASURER'S REPORT**

- a. Melissa Giles moved to pay claims 92-139; Pam Blake seconded and the motion passed.

### **ANNOUNCEMENTS**

Montie updated the Board on his schedule for the upcoming month

Bob signed the ISL Annual Report Signature Page

Melissa gave a brief report on last month's Park Board meeting

**PUBLIC COMMENTS**

There were no public comments.

**ADJOURNMENT**

Melissa Giles moved to adjourn the meeting at 6:45pm; Shelby Thomas seconded. The motion passed unanimously.

**Next meeting scheduled Thursday April 13, 2017 at 6:00pm**

Respectfully Submitted,

Melissa Giles  
Secretary