

West Liberty Public Library Minutes

Date: May 17, 2023 | **Time:** 7:00 pm

Present at Meeting: Library Board Members Richard Brand, Ken Brooks, Maria Lugo, Larry Miller, Samuel Morel, and Shannon Schneider, along with Director Allie Paarsmith, City Council Representative Josh Shiltz, and TAB members Vanessa Burk and Mya Elizondo.

- I. Call to Order**
- II. Approval of Agenda:** Motion by Brand, Second by Brooks, 4-0
- III. Approval of Minutes:** March & April – Motion by Brooks, Second by Lugo, 4-0
- IV. Public Discussion:**
 - A.** Interest has been expressed in seeing the report from the social workers. Report has been sent to the city, so it can be shared publicly now.
- V. Financial Report:** Motion to approve by Brand, Second by Schneider, 5-0
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A.** None
- VIII. Old Business:**
 - A. Closed Session: Director Evaluation**
 - a. Motion to go into closed session by Schneider, Second by Brand, 5-0
 - b. Motion to leave closed session by Brooks, Brand, 5-0
 - B. Set Director Goals for FY24**
 - a. Complete financials in a timely manner
 - b. Create an onboarding/training procedure
 - c. Friends Engagement
 - C. Set Director Wage for FY24**
 - a. Set director's salary at \$60,000
 - b. Motion to approve salary by Brooks, Second by Morel, 5-0
- IX. New Business:**
 - A. Review Job Descriptions**
 - a. Motion to approve changes by Brand, Second by Lugo, 5-0
 - B. Set Staff Wages for FY24**
 - a. Board requests overall numbers to compare based on salary options.
 - b. Motion to table setting wages to June meeting by Lugo, Second by Morel, 5-0
 - C. Friends of the Library Charitable Fund Request**
 - a. Asking for up to \$2,000 from the Charitable Fund to use during the summer to put towards fundraising events.
 - b. Motion to approve the request by Brooks, Second by Morel, 5-0
- X. Adjourn Meeting:** Motion by Brand, Second by Lugo, 5-0