

Boswell Public Library Board Meeting

MINUTES - January 16, 2024

6:30 pm

Present: George Doeden, Vicki Goodwine, Shirley Roth, Kathy Geswein, Deb Orr, Deb Shepperd, Marie Brown

Absent: Teresa Clawson

1. Call to Order
2. Public Forum, no one came.
3. Approval of Minutes. **Motion, Vicki, Second, Deb O., Approved.**
4. Approval of Vouchers & Treasurer's Report
 - a. Budget vs what we actually received from the county, George wondered about.
 - b. Transfer funds within categories:
 - i. Salary Clerk to Salary Assistant Director, .04
 - ii. Salary Clerk to Salary Director, .04
 - iii. Official Bonds to Telephone & Internet, \$392.93
 - iv. Consulting Services to Repairs & Maintenance Building, \$3,292.33
 - v. Programs to Repairs & Maintenance Equipment, \$1,418.23
 - vi. **Motion, Kathy, Second, Shirley, Approved.**
5. Director's Report
 - a. Statistics for December
 - i. Silly Safaris had 50 attendees. In 2022, we had 85.
 - b. Training: Libraries foster social connection, AVC end of year
 - c. President sign off on Marie's Work Hours
 - i. Clocking in 15 minutes early, 1.25 hours extra per week, 5 hours per month, 60 hours per year, on Director's time sheet.
 - ii. 33 hours regular hours for employees, Kathy says that the hours/week need to be higher to match up with hours/week by director.
 - iii. Order movies on Amazon, not pick them up at Walmart, per Kathy, Deb O.
 - iv. When budget is done for 2025, look at how many hours/week, director and assistant director, increase working hours for positions, look at salaries.
 - v. Look at hours for assistant director, maybe too much for her, too.
6. Unfinished Business
 - a. Roof, waiting for warmer weather.
 - b. Elevator court case update
 - i. Jud answered the question about a subpoena vs deposition
 1. Even with a subpoena, Eric the elevator technician would still be paid whatever his standard charge is
 2. A deposition would require paying a court reporter about \$500 as well as Eric to come testify. In order for the deposition to be usable, we would have to demonstrate that he would be unavailable, for example, due to illness, travel, death, for trial.
 - c. Review Bylaws

