

Minutes for the Mason County Public Library Board of Trustees:

The Meeting was called to order at 4:15 PM on Tuesday, October 10th, 2023.

In attendance: Alexa Colemire, Grant Felice, Marilyn Commodore, David Hord, and Ellen Cartmell. Sarah Winter was absent.

Public Comments: None

Secretary's Report: Minutes from the September 2023 meeting were read.

- David made a motion to approve the September 2023 minutes and Marilyn seconded. Approved unanimously.

Treasurer's Report:

- Marilyn made a motion to approve the September 2023 Expenditures and David seconded. Approved unanimously.
- David made a motion to approve the September 2023 Financial Report and Marilyn seconded. Approved unanimously.

Director's Report: Director provided.

- In regards to hiring the band Disclaimer, which Grant Felice is a member, for the Boo Book Bash event. We will be charged \$200, which will go to the other two band members and Grant will receive no compensation.

Regional Director's Report: Provided.

Committee Reports:

- **Buildings and Grounds**
 - **Picnic Shelter** – Quote received from Larry Hessler. Ellen made a motion to approve the bid under the condition that the lawyer John Estill approves. Marilyn seconded and the motion passed unanimously.
 - **Pickleball Court** – Tentative date for asphalt is November

Unfinished Business:

- Ellen made a motion to approve the Classification and Salaries Policy and to put it into effect immediately. Marilyn seconded and the motion passed unanimously.

New Business:

- David made a motion to approve the following policies: Timesheets and Payroll, Overtime, Compensatory Time, Holidays, Benefits, Employee Conduct, Unacceptable Conduct, Harassment and Whistleblower Protection. Marilyn seconded and the motion passed unanimously.
- Judge McNeill spoke the group about our possible involvement with the Rosenwald Dunbar School. Marilyn made a motion to let Judge McNeill look into internet options for the site and David seconded. Motion passed unanimously.
- Ellen made a motion to approve the surplus request and David seconded. Motion passed unanimously.

Adjournment: Marilyn made a motion to adjourn and David seconded the motion. Meeting adjourned at 5:46 PM.

Next Meeting: Tuesday, November 14th, 2023, at 4:15 PM