

Lyons Regional Library District Board of Trustees

Special Board Meeting Minutes

September 29, 2020, 5:30 PM

Zoom Meeting (COVID-19)

1. Attendees: Director Kara Bauman, President Janet Corson-Rikert, Trustees Erin Beisiada, Bill Palmer, Sandy Banta, Leigh Williams
2. Open Board Meeting at 5:30 pm
3. Public input: none
4. Proposed Expenditure on fencing for 4th Avenue Patio enclosure
 - a. Review of proposal – Discussion regarding the legal requirement for the board to vote on the District entering a contract with a vendor over the Director’s spending limit in the Financial Policy of \$5000. Discussion about depth of fence footings: 24” depth is ok for a fence, although 30” is preferred. Expanded metal mesh will not be on the gate as shown in the drawing.
 - b. **Vote to approve expenditure of \$8018 for this purpose: Sandy moved, Bill 2nd, Unanimous in favor.**
5. Bauman employment agreement
 - a. Revised salary schedule – Discussion regarding comps used to make the director salary range. Only the director salary range is changing on the schedule; the board voted to approve the other ranges at a previous meeting. **Vote to approve director salary range: Janet moved, Erin 2nd, Unanimous in favor**
 - b. Amended Employment Agreement – Director salary and PTO language are the only changes from last year’s contract. The PTO changes were a clean-up of language and allowing PTO to be used before it is accrued with board approval. Lyons, Gaddis, District attorneys approved these changes. Kara noted that her current contract ended Sept. 1 and the board should have approved a new contract and pay raise before then. The board is able to make the pay increase retroactive to Sept. 1. Lyons Gaddis also recommends that the board and director enter a 4 month contract for next year from Sept. to Dec., 2021 and then sign another 12-month contract starting in January 2022 to have the Director’s contract and pay increase coincide with the annual budget. **Vote to approve: Bill moved, Erin 2nd, Unanimous in favor.**
6. Appointing Sandy Acting Secretary pending discussion at October board meeting - **Vote: Janet moves, Erin 2nd, Unanimous in favor.**
7. Next Regular Board Meeting Oct 20, 2020
8. Adjourned at 5:47 pm