

Parlin-Ingersoll Public Library Board of Trustees

Minutes for March 16, 2016 Meeting

A.) Call to Order:

Present: Pat Carter, Kim Freiley, Ralph Froehling, Trig Meade, Brad O'Brien, Michelle Quinones, Charlotte Van Sickle, and Keely Vollmar.

Absent: Chris Duvendack

B.) Approval of Previous Minutes:

Approved Motion: Hearing no objections or corrections, the February 17, 2016 and January 28, 2016 minutes were approved as submitted. (Motion: Mr. Carter; Second: Mr. Meade).

C.) Public Comments

There were no public comments.

D. Communications

Statements of Economic Interest

Mrs. Bunner passed out the Statements of Economic Interest. The Fulton County Clerk would like these returned in one batch so Mrs. Bunner asks that they be returned to her by the April Board meeting. The deadline for filing is May 1st. If a board member receives any other statements from other entities, they need only fill the form out once and make note of the other entities on the form.

Communication from Ted Siedle

Mr. Froehling shared communication from Ted Siedle about the SEC issue with J. P. Morgan. Mr. Siedle is filing a claim on behalf of his whistleblower. He was our "attorney" on a contingent basis when we were a confidential informant on the issue. Mr. Siedle did not feel we would receive any settlement monies. Bob Senneff of Graham Hospital did not want to pursue the issue as they are also a beneficiary of the W. P. Ingersoll Trust, which is still managed by J. P. Morgan. After some discussion, the Board decided not to pursue any further claims through Mr. Siedle. Mr. Froehling will notify Mr. Siedle and Mr. Senneff of the Board's decision.

Director's Activities in February

Director activities in February: City Council Meeting, Meetings with Bill Phillips, Director's Lunch, Rotary Board meeting, Rotary Lunches, Chamber of Commerce Coffee.

E.) Director's Report

1.) Consent Agenda

Approved Motion: The board voted unanimously to approve the consent agenda for February as presented in the monthly board packet. (Motion: Mr. Carter; Second: Mrs. Quinones).

2.) Retaining Wall Repair

Mrs. Bunner presented a quote via Bill Phillips from Jerime Gendron to do repair on the retaining wall on the northwest corner of the parking lot. Bill Phillips had estimated \$15,000 for this item in his 2016 maintenance proposal, which the Board approved at the January 2016 meeting.

Approved Motion: The board voted unanimously to accept the quote of \$13,997.20 from Jerime Gendron for the retaining wall work. (Motion: Mr. Carter; Second: Mrs. Van Sickle).

3.) Board Appointments

The terms of office for Mr. Carter, Mrs. Quinones, and Mr. Meade will expire this spring. All three expressed interest in reappointment.

Approved Motion: The board voted unanimously for Mrs. Bunner to send a letter to Mayor Fritz requesting the reappointment of Pat Carter, Michelle Quinones, and Trygve Meade to the Library Board. (Motion: Mr. Froehling; Second: Mrs. Freiley).

4.) Budget Revisions

Mrs. Bunner reviewed the budget drafts with the Board. She will keep the income line as projected. She is still waiting for final health insurance rates from the City of Canton. Discussion arose regarding staff salaries, and the Board wanted to include an increase for staff in the budget. Mrs. Bunner will present an updated draft at the April meeting.

5.) Health Insurance Cost Issues

In the past the City raised the health insurance rates on June 1st. The June increases were billed in late May. While Mrs. Bunner did not find any written policy on this, the past precedent for many years has the library paying the extra increase for the month of May. Apparently sometimes the library was not notified in time to deduct the costs from staff wages, and sometimes since staff did receive raises beginning June 1st, the increases in insurance costs were applied at the same time.

The City has changed the contract so the plan will coincide with the start of their fiscal year May 1st. The increases will be billed in late April. Now that the increase will occur two months before the start of our fiscal year Mrs. Bunner did not know if the Board wanted to continue to pay the increases, and if so, for what length of time. Based on the current estimated increase of 10% in health insurance, the cost to the library for the difference in increased costs for all four employees could be about \$240 for the month. It was decided to pay for the first month of transition this time and revisit the issue at the next meeting, when the final rate of increase should be known.

6.) Social Media Policy

Mrs. Bunner presented a revised Social Media Policy. The major changes at this time include streamlining the wording and eliminating the need for staff to sign a disclaimer.

Approved Motion: The board voted unanimously to approve the revised Social Media Policy. (Motion: Mrs. Quinones; Second: Mrs. Freiley).

7.) Elson Project

Mrs. Bunner reviewed the preliminary ideas from Nancy Elson regarding the placement of a gazebo on the south lawn. Mrs. Bunner met with architect Bill Phillips to discuss the proposed structure. Mr. Phillips sent a letter to Mrs. Bunner outlining his concerns. Discussion followed regarding safety, liability, and staffing an outdoor structure. The Board asked Mrs. Bunner to send a letter in writing to Mrs. Elson outlining these concerns. They would like to work with her on alternatives. Some ideas mentioned were including indoor options, programming events, or possibly the planting of a memorial tree. Mrs. Bunner will start compiling suggestions to share.

Adjournment: The meeting was adjourned at 5:40 p.m. (Motion: Mr. Froehling; Second: Mrs. Van Sickle).

NEXT MEETING: *The Board of Trustees will hold their next regular meeting Wednesday, April 20, 2016, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.*

Attest: _____
Secretary

Date: _____