

SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA
TUESDAY, MARCH 21, 2023, 7:00 p.m.

President Gray _____ Vice President Conn _____ Secretary Byron _____ Treasurer TerHaar _____
Trustee Bieliauskas _____ Trustee Hundley _____ Trustee Healy _____
Director Waarala _____ Assistant Director Lash _____ Administrative Assistant Pilarz _____

A. Call Meeting to Order at _____.

B. Approval of Agenda
Move _____ Second _____ to approve the agenda as presented.

C. Approval of Past Minutes
Move _____ Second _____ to approve the February 21, 2023 meeting minutes as written.

Move _____ Second _____ to approve the March 15, 2023 Building & Grounds Committee meeting minutes as written.

D. Public Discussion
Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

E. Presentation: Proposal for Professional Services by Quinn Evans architect firm

F. President's Report

G. Friends of the Library Report

H. Financial Reports
Move _____ Second _____ to approve the February 2023 financial reports.

I. Committee Reports

1. Finance

2. Arts

3. Building & Grounds

4. Library Services

5. Staff Excellence

J. Library Director's Report

K. Old Business

L. New Business

1. Building Renovation and Site Construction by Quinn Evans architect firm

Move _____ Second _____ to approve the Proposal for Professional Services from Quinn Evans for \$357,500.00 plus reimbursable expenses.

Move _____ Second _____ to authorize the Library Director to sign the completed Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition from Quinn Evans.

2. Lawn Maintenance Contract for 2023

Move _____ Second _____ to approve the proposal from Underwood Nursery for a period of three years at a cost of \$17,100.00 per year prepaid at the beginning of the season.

3. Policy Review

a. Policy 518: Social Media

Move _____ Second _____ to approve revised Policy 518: Social Media.

b. Policy 615: Holiday Pay

Move _____ Second _____ to approve Policy 615: Holiday Pay as presented.

c. Policy 629: Substance Abuse

Move _____ Second _____ to approve revised Policy 629: Substance Abuse.

d. Policy 705: Project Selection and Evaluation for Carl F. Schrandt Endowment Fund Program

Move _____ Second _____ to approve revised 705: Project Selection and Evaluation for Carl F. Schrandt Endowment Fund Program.

e. Policy 709a: Segregation and Distribution of Revenues & 709b: Endowment Program Funds

Move _____ Second _____ to approve Policy 709a: Segregation and Distribution of Revenues & 709b: Endowment Program Funds as presented.

4. Director Evaluation

Move _____ Second _____ to meet in closed session for the purpose of discussing the Director's annual performance review.

Move _____ Second _____ to end the closed session and reconvene the open meeting.

Move _____ Second _____ to approve the Director's evaluation.

Move _____ Second _____ to set the Director's salary at _____, effective _____.

M. Public Discussion

Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

N. Adjournment

Move _____ Second _____ to adjourn the meeting at _____.

RECOMMENDED MOTIONS FOR MEETING on March 21, 2023

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the February 21, 2023 meeting minutes as written.

Move _____ Second _____ to approve the March 15, 2023 Building & Grounds Committee meeting minutes as written.

Move _____ Second _____ to approve the February 2023 financial reports.

Move _____ Second _____ to approve the Proposal for Professional Services from Quinn Evans for \$357,500.00 plus reimbursable expenses.

Move _____ Second _____ to authorize the Library Director to sign the completed Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition from Quinn Evans.

Move _____ Second _____ to approve the proposal from Underwood Nursery for a period of three years at a cost of \$17,100.00 per year prepaid at the beginning of the season.

Move _____ Second _____ to approve revised Policy 518: Social Media.

Move _____ Second _____ to approve Policy 615: Holiday Pay as presented.

Move _____ Second _____ to approve revised Policy 629: Substance Abuse.

Move _____ Second _____ to approve revised 705: Project Selection and Evaluation for Carl F. Schrandt Endowment Fund Program.

Move _____ Second _____ to approve Policy 709a: Segregation and Distribution of Revenues & 709b: Endowment Program Funds as presented.

Move _____ Second _____ to meet in closed session for the purpose of discussing the Director's annual performance review.

Move _____ Second _____ to end the closed session and reconvene the open meeting.

Move _____ Second _____ to approve the Director's evaluation.

Move _____ Second _____ to set the Director's salary at _____, effective _____.

Move _____ Second _____ to adjourn the meeting at _____.