

Tonganoxie Library Board of Directors

August 14, 2019

Library Board Attendees: Angela Bowlin, Jake Dale, David Frese, Brian Manus, Brittany McWilliams, Teri Morgan, Steve Skeet, Meagan Vestal

Also Present: Caleb Asher (Sprout Communications), Jill Breuer (Library Foundation), Curtis Golba (JE Dunn), Emily Held (JE Dunn), Nicole Holifield (Library Director), Rachel Huff (Sprout Communications), Michelle Kaiser (Benson Method), Jim Stufflebeam (SAPP Design), Kate Stockton (SAPP Design), Teryl Studebaker (Sprout Communications)

Not Present: Haley Wells (resigned via email August 13, 2019)

Call to order: Meeting called to order at 7:05pm by Skeet.

Agenda: Manus moved to approve the agenda with the change of removing the committee reports to the September board meeting. Morgan seconded it. Approved unanimously.

July 2019 Meeting Minutes and July Special Meeting Minutes: Vestal moved to approve the July 2019 Meeting Minutes and July Special Meeting Minutes. Morgan seconded it. Approved unanimously.

New Business:

New Building Update: Representatives from JE Dunn (Curtis Golba and Emily Held) gave an update on construction of the new library. Construction is still on track time and money-wise. The building will be delivered September 4th (two days ahead of schedule) and there even money that has been saved and will be put towards the movable wall. Held also mentioned that they will want to schedule a worksite tour for mid-to-late September for board members to see the progress once the building is delivered. SAPP Design (Jim Stufflebeam and Kate Stockton) presented the proposed interior design of the new library with samples. Sprout Communications (Caleb Asher and Rachel Huff) presented two potential designs for the new logo / branding design. Overall the new library project is moving along well and is still scheduled for completion in February 2020.

Employee Benefits: Conversation around employee benefits and the impact of these costs on the library. Conversation also carried over to include the mill levy rate and how an increase in this could impact employee benefits. It was determined that there is still a lot more the board needs to research and evaluate regarding the matter. Manus volunteered to take the lead on the project.

Director's Salary: Holifield voiced a concern regarding the raise that was approved for her during the last meeting. The board explained the thinking regarding the approved raised.

Executive Session: Frese moved to enter Executive Session for no more than 15 minutes to discuss personnel matters of non-elected members. Dale seconded. Executive session was entered at 9:25pm.

Dale motioned to exit Executive Session. Manus seconded. Passed unanimously. Executive session was exited at 9:50pm with no action taken.

Frese motioned to extend Executive Session for no more than 15 minutes. Manus seconded. Executive session was extended at 9:58. Dale motioned to exit Executive Session. Manus seconded. Passed unanimously. Executive session was exited at 10:20pm with no action taken.

Adjournment: Dale moved to adjourn. Bowlin seconded. Passed unanimously. Meeting was adjourned at 10:22pm.