

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on April 20, 2021. Trustees in attendance were Taylor, Cobb, Quiroz, and Petzinger. Trustee Ashcraft attended by phone. Librarian Clifton was also present. President Petzinger called the meeting to order at 9:26 A.M. President Petzinger made the motion to approve the minutes from the special meeting on April 9, 2021. Trustee Taylor seconded the motion. All voted aye. All the regular reports were approved at the special meeting. There were no public comments.

LIBRARIAN REPORT

Librarian Clifton reported a problem with a patron, but the issue was resolved to the satisfaction of the patron. A special media policy needs to be put into our policies for the Library. This will be discussed at the May meeting. We are still waiting for some tax bills to be paid. Librarian Clifton reported that the \$10,000.00 approved will be used to start upgrading the lights. She is getting bids.

BUSINESS

A list of four names was submitted by Librarian Clifton for the trustee vacancy on July 1, 2021. Trustee Petzinger made the motion to submit Mark McMillian and Becky Michaels. Trustee Cobb seconded the motion. All voted aye.

The next item of business was the salary schedule adjustments. The first draft of the budget reflects the adjustments. This schedule is closer to the \$15.00 per hour pay. Trustee Petzinger made the motion to accept the salary schedule adjustments. Trustee Taylor seconded. All voted aye.

The evaluation of the Library Director and the budget will be on the agenda in May.

The job for an Outreach Assistant is open and is a part-time job. The position will be posted internally and then advertised in the newspaper for two weeks. The position will pay \$10,000.00 per year. Tuesday and Thursday and one Saturday a month is required. Delivering books and stocking the Little Library boxes are part of the job description. Trustee Taylor made the motion to hire for this position. Trustee Quiroz seconded the motion. All voted aye.

Librarian Clifton presented the need for a new copy machine, book mobile, and microfilm machine. The Library has spent less due to the Covid-19 pandemic. All the items are expensive. Librarian Clifton will research grants, donations, and the County Fiscal Court for monies. This will be discussed when more information is available.

Another C.D. is up for renewal.

Trustee Petzinger made the motion to adjourn at 10:30 A.M. Trustee Taylor seconded. All vote aye. The next scheduled meeting is May 18, 2021 at 9:30A.M.

Respectfully submitted,


Billie Jo Ashcraft