

Pine River Public Library District Board of Trustees

Minutes: March 15, 2023

6:15 PM Board Meeting

Call to order : 6:22 PM

- A. Roll Call: Lisa Isenberg, Garry Hillyer, Ann McCoy Harold, Vaughn Morris, Gail Robel, Lisa Sifrit, Brenda Marshall, Darcy Poletti, Lydia Wacasey
- B. Additions or deletions to Agenda: None

Old Business:

- A. Minutes of February meeting
 - a. Garry motions to approve, seconded by Ann, all in favor.
- B. Monthly Treasurer's Report – Garry
 - a. Vaughn motions to approve, seconded by Lisa, all in favor.
- C. Director review
 - a. Circulated to board for comments, review will be finalized in April

New Business:

- A. Public Comment: None
- B. Director's Report – Brenda
 - a. Focusing on strategic initiatives: community calendar and Library of Things
 - b. New branding: new logo
 - c. Getting new quote for insurance policies
 - d. Audit scheduled for May
 - e. Staff working on their personal strategic plans in alignment with the library strategic plan
 - f. Looking at Employee Assistance Program with Centura Health
- C. Review of Theft and Vandalism Policy
 - a. "But are not limited to" added end of item #1 ("Such offenses may include but are not limited to:")
 - b. Add a line about the possible loss of library privileges as a consequence of actions
- D. LPC commissioners update to PRL agreement
 - a. Getting LPC information in line with our board bylaws
- E. Audit letter of engagement
 - a. Signed by Lisa Isenberg
- F. Meet the staff – Lydia Wacasey, Cataloging and Acquisition Manager
 - a. Purchases and catalogs materials as her main role
 - b. Helped with strategic plan interviews

- c. As a result of strategic plan interviews, the library started an internship program with special needs students at the High School. Currently have two interns who come weekly to the library that set up a coffee cart and help with additional projects during the hour and a half they are at the library

Discussion Items:

- A. Updating employee handbook – possibly professional review?
 - a. Has been over 10 years since last professional review of handbook
 - b. Our payroll company offers handbook review for \$700: not legal review

Action Items:

- A. Vote on amended security camera policy
 - a. Garry motions to approve, seconded by Ann, all in favor

Adjournment: 7:11 PM

No meeting in April

Next board meeting May 17, 2023, 6:15 PM