

## Prairie City Library Board Meeting Minutes

January 26, 2016

Meeting called to order at 6:05 p.m.

Members present: Linda Frazier, Jennifer Ladehoff, Troy Kuecker, Sue Ponder and contact with Arnie Sohn via telephone.

Minutes from previous meeting were reviewed and approved.

Budget discussion main points: -The amount of the budget that seems reasonable, taking into account the amount that the city now receives from the county, should be approximately \$57,256.

-Sue explained that Nancy has included a transfer from general fund to the equipment revolving fund in the amount of \$6000 for both '15-'16 and '16-'17 budgets.

-Board is requesting an increase of the librarian's salary to \$18 per hour based on the extent of her duties, her excellent performance and to be more in line with the salaries of other city employees.

Motion by Jennifer to submit budget request as described. Second by Linda. Motion carried (Arnie relaying vote to Sue).

Due to changes in role of librarians and libraries, new job descriptions for librarian position and library assistant were written and reviewed. The board approved the job descriptions and asked Sue to pass them on to City Hall. We also discussed reviewing salary of library assistant and possibly raise to \$10 per hour in July, but we needed clarification on current salary. Will discuss again at future meeting once Sue gets clarification from Nancy.

Book orders were reviewed and approved.

Librarian shared calendars of Jan. and Feb. events. She also reported that the computer technician has recommended splitting the library's public computers and employee computers onto two separate servers. He will be getting us an estimate of what this would cost.

Next meeting tentatively set for Feb. 16 at 6 pm.

Meeting adjourned at 6:45 Submitted by Linda Frazier