

Manchester District Library
Meeting Agenda August 27, 2018

- I. Call to order 715pm
Present: Gary Seguin, Matt Cook, Fritz Swanson, Susan Layher, Jan Davis
Absent: David Nelson, Gerianna Cooley-Howard

- II. Approval of agenda
- III. Approval of minutes -July 23, 2018
Layher Moves to Accept
Seguin Seconds
APPROVED

- IV. Correspondence
None

- V. Public Comment
None

- VI. Director's Report
Attached

- VII. Financial Report
Adler CD Matured. Earned \$13
Rolled over. Will Mature in January
May combine Adler with \$100kCD
to get better rate
Will keep Adler name in CD

PAY THE BILLS
Seguin Moves
Layher Seconds
All Vote to Approve

- VIII. Committee Report

- IX. Old Business -Director Salary
 - 1. Re-Establish a Salary for the Director
 - a. Layher Moves to Pay Director \$50k retroactive to beginning of year
 - b. Swanson Second
 - i. All Approve
 - 2. Set a Salary line item in the Budget
 - a. Swanson Moves, Seguin Seconds
 - b. Approved
 - 3. Create a Staff pay/hours chart for planning purposes
 - a. Kathy asked for this

- X. New Business -New Board Member Handbook
Layher would like to see a New Board pamphlet created by board.
Would like a Professional Biography of Director.
Director's Vision of the Library
History of the library, what the library covers.
Number of Employees.
Collection Description.
Financial overview, about expenses and financial products.
Layher will collect that info.

- XI. Adjourn: Cook moves, Seguin seconds.