



**GALESBURG-CHARLESTON MEMORIAL DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING MINUTES**

February 21, 2023 – In-person

Board members present: Linda Behnke, Scott Klien, Bobbi Nigg, Kimber Shaffer

Board members absent: Veronica Bolhuis

Staff and guests present: Director Helena Hayes

I. CALL TO ORDER / ROLL CALL

Meeting called to order at 5:30 p.m. by President Klien

II. APPROVAL OF AGENDA

Motion: Ms. Behnke moved to accept the February 21, 2023 agenda as amended

Support: Supported by Ms. Shaffer

Discussion:

Vote/Result: Motion carried

III. PUBLIC COMMENTS / CORRESPONDENCE

None

IV. REVIEW / APPROVAL OF MINUTES – JANUARY 17, 2023

Motion: Ms. Shaffer moved to approve the Minutes from the January 17, 2023 meeting as presented

Support: Supported by Ms. Nigg

Discussion:

Vote / Result: Motion carried

V. FINANCIAL REPORTS

a. January 2023

Discussion:

Placed on file for the auditors.

VI. LIBRARY DIRECTOR'S REPORT

a. February 2023

Discussion:

VII. UNFINISHED BUSINESS

a. Staff raises – Director Hayes presented a proposal for providing vacation pay and COLA raises for staff

Motion: Ms. Shaffer moved to provide a 5% increase to the base wages of the current part-time staff members (Allison - \$13.65/hr., Jefferson - \$15.23/hr.), with a retroactive effective date of January 1, 2023.

Support: Supported by Ms. Nigg

Discussion: Members of the Personnel Committee had previously received and discussed the information. They shared their rationale with other Board members.

Roll Call Vote / Result: Unanimous consent, motion passed.

b. Director raise –

Motion: Ms. Nigg moved to provide a 3% increase to the base wage of Director Hayes (\$40,808.60 annually, stipend amount \$2040.43, total \$42,849.03)

Discussion: Members of the Personnel Committee shared their rationale with other Board members.

Roll Call Vote / Result: Unanimous consent, motion passed.

Director Hayes will provide the updated rates to the payroll company and request the payout of vacation and retroactive pay.

VIII. NEW BUSINESS

No new business discussed

IX. NEXT MEETING **March 21, 2023 @ 5:30 p.m.**

X. ADJOURNMENT Meeting adjourned at 6:45 p.m. by President Klein