

MINUTES OF THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

February 19, 2018

CALL BOARD OF TRUSTEES MEETING TO ORDER

Board President Sandra Bauter called the regular monthly meeting of the Fossil Ridge Public Library District Board of Trustees to order at 6:00 p.m.

The Pledge of Allegiance was recited by all.

ROLL CALL

Recording Secretary called the roll.

Trustees Present: Terri Downey, Leone Heberer, Teri Jones, Michael Lamb, and Sandra Bauter. Trustees Absent: Jon Michael McCain, and Danell Morrison. Staff Present: Richard Ashley: Library Director and Monica Zippel: Recording Secretary.

Trustee Heberer was appointed as acting Secretary.

CORRECTIONS TO AGENDA

1. Added under New Business – Discussion about Trustee Day.

CONSENT AGENDA

1. Board Minutes January 15, 2018.
2. Payment of Bills.

Motion by Lamb, seconded by Downey to accept the Consent Agenda. Motion carried by roll call vote. Ayes: Downey, Heberer, Jones, Lamb, and Bauter. Nays: None. Absent: McCain, and Morrison.

CORRESPONDENCE, COMMUNICATION & PUBLIC COMMENTS

1. Director Ashley included a letter regarding the harassment policy in the board packet.

TREASURER'S REPORT

1. Treasurer Jones presented a written treasurer's report (attached). The report will be filed.

DIRECTOR'S REPORT

1. Director Ashley presented a written director's report (attached). The report will be filed.

UNFINISHED BUSINESS None.

NEW BUSINESS

1. Motion to approve Policy Prohibiting Harassment, Discrimination and Retaliation.

Motion by Jones, seconded by Lamb to approve Policy Prohibiting Harassment, Discrimination and Retaliation. Motion carried by roll call vote. Ayes: Downey, Heberer, Jones, Lamb, and Bauter. Nays: None. Absent: McCain, and Morrison.

2. Motion to approve Resolution 2018-01 Resolution Confirming Previous Approval of a Policy Prohibiting Harassment, Discrimination and Retaliation.

Motion by Lamb, seconded by Heberer to approve Resolution 2018-01 Resolution Confirming Previous Approval of a Policy Prohibiting Harassment, Discrimination and Retaliation. Motion carried by roll call vote. Ayes: Downey, Heberer, Jones, Lamb, and Bauter. Nays: None. Absent: McCain, and Morrison.

3. Motion to approve Ordinance No. 2018-02 Ordinance Amending Budget.

Motion by Heberer, seconded by Downey to approve Ordinance No. 2018-02 Ordinance Amending Budget. Motion carried by roll call vote. Ayes: Downey, Heberer, Jones, Lamb, and Bauter. Nays: None. Absent: McCain, and Morrison.

4. Policy Review.
 - a. Accidents/Incidents

- b. Bloodborne Pathogens
- c. Children in the Library
- d. Conduct Ordinance 2016-01
- e. Confidentiality of Records
- f. Conflict of Interest
- g. Disposal of Surplus Library Materials
- h. Exhibits
- i. Hours of Operation
- j. Immigration Compliance
- k. Materials Selection – Director Ashley and the library staff will be reviewing the materials selection. This will be discussed at the March 2018 Board of Trustees meeting.
- l. Service to Patrons with Disabilities

Motion by Lamb, seconded by Jones to accept the policy review (a-l), except for Materials Selection (k). Motion carried by roll call vote. Ayes: Downey, Heberer, Jones, Lamb, and Bauter. Nays: None. Absent: McCain, and Morrison.

FRIEND'S REPORT

- 1. Treasurer Jones reported that the Friends of the Library purchased a computer for the teen lab. They would like to purchase a locked cabinet in the future. Trivia Night will be held April 11, 2018 from 6-8 p.m.

OTHER BUSINESS

- 1. President Bauter, Treasurer Jones and Trustee Heberer attended Trustee Day. They provided the board with a summary of the day and a recap of the information they received.

ANNOUNCEMENTS

- 1. Regular Board Meeting – Monday, March 19, 2018, at 6:00 p.m.
- 2. General Primary Election Day – March 20, 2018.
- 3. National Library Week – April 8-14, 2018.

MOTION TO ADJOURN

President Bauter adjourned the regular monthly meeting of the Fossil Ridge Public Library District Board of Trustees. Ayes: All. Nays: None. Absent: McCain and Morrison. Motion carried.

The meeting was adjourned at 6:25 p.m.

Recording Secretary – Monica Zippel

X 
 Danell Morrison
 Secretary

X 3/19/18
 Date of Approval