

ELLA M. EVERHARD PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
JUNE 21, 2021

Board President, Lisa Jones, called the meeting to order at 7:01 p.m. with the following Board members present: Mr. Bartiromo, Mr. Gerber, Mr. McMahan, Mrs. Reese, Mr. Sieber and Mr. Tibbitts. Also attending were Daniel Slife, Library Director and Melanie Woodward, Deputy Fiscal Officer/Administrative Assistant.

This meeting was the first Regular Meeting of the Board of Trustees to meet in person in Public Meeting Room A since February 2020.

Gerber moved to approve the Regular Meeting minutes of May 17, 2021. McMahan seconded the motion. Bartiromo abstained. All others approved the motion unanimously. (06-21-36)

Slife presented the June 2021 Director's Report. The following items were mentioned:

- Slife reported that the Summer Reading Program and Pop-Up Library Programs have been a great success.
- Slife's report provided details related to the Covid-19 Phase 5 reopening procedures which commenced June 2 for both patrons and staff.
- Slife noted the next most significant change going forward will be moving to optional masks for staff. He shared the results of a survey taken by the WPL employees which gauged their comfort level with optional mask wearing for staff and when employees would be comfortable lifting that requirement. The majority of staff members strongly support going no masks. Slife relayed to the board that 83% of the staff reported that they were fully vaccinated. Slife reported that he spoke with Tom Crookes regarding making masks optional, and that this could be done alongside a notice that the CDC has posted non-mandatory guidance that non-vaccinated individuals continue to wear masks.
- Staff are planning for the full resumption of all in-house programming for all ages beginning this fall. As more patrons use in-house programming, less virtual programming will be available. The Library will maintain the adult programming as a hybrid of recorded in-house programming. Funding has been granted by Friends of the WPL to resume live musical performances at the Library, at levels allowing for concerts twice each months.

Slife presented the June 2021 Personnel Report. New Hires: Sofia Batey, Student Page, CAS, effective 06/14/21; Jack Edwards, Student Page, CAS, effective 06/14/21; Sarah Innocenti, Student Page, CAS, effective 06/14/21; Emily Reese, Student Page, CAS, effective 06/14/21,

Cecelia West, Student Page, CAS, effective 06/14/21. Resignation: Ariel Hakim, Associate, PS-AM, effective 06/29/21. Return from FMLA: Susan Brown, Manager, CAS, effective 06/01/21.

Tibbitts moved to approve the June Personnel Report. Reese seconded the motion. The vote was unanimous. (06-21-37)

The financial report listed the following month-to-date fund totals: beginning fund balance \$5,497,643; revenue \$92,655; expenses \$155,823; unexpended fund balance \$5,434,475; encumbrances \$668,909; and ending unencumbered fund balance \$4,765,565.

Sieber moved to accept the May Financial Report. Jones seconded the motion. The vote was unanimous. (06-21-38)

Slife reported that the employee self-evaluations have been completed. The next step in the evaluation process will be supervisor review. The annual evaluation process is on track. Updates expected July/August.

Under the Human Resource Committee, Reese reported that the current draft of the Point Factor Position Evaluation System was completed and a copy provided to all Board members. Giving all a chance to review the draft, further discussion will be postponed until the next meeting. Reese also reported that the next steps will involve evaluating the organizational structure, an employee survey and updates to job descriptions.

McMahan moved to adjourn the meeting at 7:35 p.m. Bartiromo seconded the motion. All were in favor. (06-21-39)
