

The Solon Public Library Board

Meeting Minutes

March 27, 2023

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 6:33 p.m.

Present

Sandy Lawrence, March Sutton, Bill Christensen, Jennifer Fetzer, Steve Fisher, Janet Salathiel, Charlene Cosgrove, Cole Gabriel, (City Council Liaison), Liz King (Library Director)

Absent

None

Approval of Agenda

The agenda was unanimously approved as distributed.

(Sandy/Char)

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

(Bill/Sandy)

Citizen's Speak and Correspondence

No citizen's speak or correspondence was received by the board.

Committee Reports

- **Building:** Steve was unable to coordinate a conversation with Scott Kleppe to discuss Handicap parking possibilities at the Library. This can be revisited at the next meeting.
- **Finance:** Jen reported that we have a CD coming due at Solon State Bank at the end of May. She prepared a current printout of the CD rates available at the four banking institutions available to us. We will revisit this at our next meeting to help determine our next step. The CD matures on May 30th with a 10 day grace period.
- **Johnson County Liaison:** None
- **City of Solon Liaison:** Cole reported that the City Employee Handbook will be completed by April 5th. Also, the FY24 budget has been completed. It affects the Library in that the budgeted need for a full time employee was cut. All other budgeted needs of the Library should be acceptable.
- **Board of Trustees Continuing Education:**
Policy Lost & Found - Sandy

Facing Crucial Conversation - Janet

Library Director's Report

A written report was included in the Board packet.

Approval of Bills

The bills were unanimously approved as presented.
(Jen/Sandy)

Review of Foundation Report

The Foundation budget was reviewed.

Old Business

City Employee Handbook

Directors Evaluation Process/Timeline

Liz's report of Accomplishments and Goals of 2022 - due April 24th

Solon Library Director Evaluations - due May 14th

Results presented - June 26th meeting

Presented to City - July 1st

New Business

Board Continuing Education Suggestions

Items were listed for Board consideration.

Next Month's Agenda

Library Director Evaluation - Goals and Accomplishments of 2022

City Employee Handbook

Policy Review

Adjournment

The meeting was adjourned at 7:38

(Sandy/Bill)

Next Meeting

Regular Meeting: Monday, April 24, 2023

Submitted by

Char Cosgrove