

The May 11, 2022 meeting of the Library Board of Trustees was called to order at 5:05 p.m. Members present were Mary Young, Lora Allen, Tracy Martorana, and Philip Weise. Also present was Betsy Halvorsen.

**Minutes:** The minutes of the April 13, 2022 meeting were approved on a motion by Tracy Martorana, seconded by Mary Young, and carried unanimously.

**Treasurer's Report:** Attached.

**Approval of Bills:** Bills for May, totaling \$20,925.27 were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

**Old Business:**

- **Parking Lot:** Betsy spoke with the chief of police who indicated the matter of street parking should be handled between the library and the school. There will be follow-up with Bob Lathan regarding which handicapped spot the library would like to retain.
- **HR/Employee Handbook:** Mary Young, Lora Allen, and Betsy Halvorsen attended a meeting with Jim Bauman from Paychex on Monday, May 9. Jim explained the different levels of support offered through Paychex. HR Solutions is more guided support and HR Essentials is less hands-on on the part of Paychex. When the time comes to redo the handbook, the library will subscribe to HR Solutions until the majority of the work is done – with a plan of 3 months.
- **Sidewalk Construction Update:** The sidewalk construction began Monday, May 2. The library has used a variety of methods to convey to patrons where to park and how to enter the building. There is still confusion, but for the most part people are understanding.

**New Business:**

- **Appoint Nominating Committee for Board Officers:** Lora Allen and Tracy Martorana will be the nominating committee for board officers for the upcoming year.
- **A/C Estimate from Arctic:** The board approved the purchase of 3 new a/c units (two for the main floor and one for the workroom). The motion was made by Tracy Martorana, seconded by Lora Allen and carried unanimously.

**Other**

- **Meeting with School Board:** A meeting will be set up for July for the Library Board and School Board to meet again.

The meeting was adjourned at 5:30 pm.

Respectfully submitted.