

Marion County Library Board  
Regular Meeting  
Minutes  
09/7/2017

FILED FOR RECORD  
at 2:07 o'clock P M

OCT 16 2017

Dawn Moffet  
Marion County Clerk  
D.C.

Meeting called to order at 3:30 pm by Judith Bearden

Present: Judith Bearden, Chair; Jeri Hulgan, Carla Faison, Treasurer; and Dana E. Scott, Library Director

**Scheduled Speakers**

In the absence of Linda Hency, President, Ms. Scott reported the Friends of the Marion County Library (FOMCL) had 249 volunteer hours in August.

Vicki Roberts spoke about the history of the Historical Society

Ms. Hulgan move to accept the minutes of the August 3 regular meeting, as submitted. Motion duly seconded and unanimously approved.

The board reviewed a copy of the letter requested in the August minutes. The board also reviewed a copy of a letter from the Franciscan Servants and the chair's response to that letter.

The Treasurer's Report was presented orally and is to be filed for audit when written report is received.

The Director's Report was accepted.

The Chair Report was delivered. The November board meeting date has been changed to November 1st at 3:30. Ms. Bearden is not able to attend the October Quorum Court meeting, Ms. Faison offered to attend in her stead.

**Unfinished Business**

Rules of Conduct - Ms. Faison moved to accept the Rules of Conduct Policy, as submitted. The motion was duly seconded and unanimously approved.

**New Business**

Computer Policy - Ms. Hulgan moved to accept the Computer Policy, as submitted. The motion was duly seconded and unanimously approved.

Social Media Policy - Ms. Hulgan moved the accept the Social Media Policy as submitted. The motion was duly seconded and unanimously approved.

Copies and Fax Policy - Ms. Faison moved to accept the Copies and Fax Policy, as submitted. The motion was duly seconded and unanimously approved.

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3D Printer - Ms. Hulgan moved to accept the 3D Printer Policy, as edited. The motion was duly seconded and unanimously approved.

Executive Session - Ms. Faison moved to go into Executive Session at 6:35 to discuss personnel matters as it relates to the 2018 budget. The motion was duly seconded and unanimously approved. The board returned from Executive Session at 7:30.

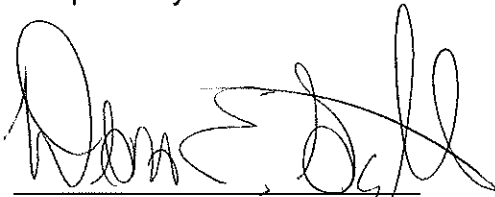
A motion was made by Ms. Faison: a) an ordinance be prepared, if needed, to change the title of the library's outreach person be Outreach Assistant instead of Outreach Coordinator b) the salary caps be lowered for all staff and not just the Director's cap. The board noted this resolution amends the motion in the August meeting on the same subject. The motion was duly seconded and unanimously approved.

A motion was made by Ms. Hulgan that the Outreach Assistant perform a minimum 20 hours of outreach services each week. The motion was duly seconded and unanimously approved.

Ms. Scott requested to work 4 ten hour days. After discussion, the request was approved, but Ms. Scott was cautioned to limit to work week to 40 hrs.

Meeting adjourned at 7:30.

Respectfully submitted:



Dana E. Scott, Secretary