

Minutes of the Hays Public Library (HPL) Board Meeting

November 14, 2018

The meeting was called to order at 4:00 pm by Katherine Wolfe, Chair.

Present Board Members	Amy Feauto Katherine Wolfe Brandon Hines, Director David Goodlett Mary Toepfer	Patti Park Shelley Bryant
Absent Board Members	James Meier	Stacey Smith
Guests	Patty Rohr	Samantha Gill
Public Comment	None	
Bills	It was moved and seconded (Goodlett/Park) to approve the October 2018 bills for payment as presented. The motion passed unanimously with no discussion.	
Minutes	It was moved and seconded (Toepfer/Bryant) to accept the October 10, 2018 minutes as presented. The motion passed unanimously with no discussion.	
Director's Report	Included in packet	
Department Reports	Included in packet	
Presentation	Samantha Gill, Adult Librarian, discussed the Little Free Libraries in the community. There are 3 currently, 5 more are looking to be added in the next 3 weeks. Each Little Library is sponsored by a community group and/or person and once they are all in place, there will be an article and a ribbon cutting highlighting their addition to Hays.	
Old Business	a: Staff Travel Per Diem: Presented by Brandon Hines. After previously discussing options for an employee travel expense program, it was	

moved and seconded (Feauto/Goodlett) to accept the proposed Employee Travel plan that was worked into the new personnel policy as written using the General Services Administration (GSA) rates. After discussion, the motion passed 4-1.

b: Personnel Policy: Presented by Brandon Hines. After discussion, it was moved and seconded (Bryant/Park) to accept the Personnel Policy as written. Motion passed 4-1.

c: Digital Sign: Presented by Patty Rohr. Patty advised the board that they received one bid from Commercial Sign. After discussion, it was moved and seconded (Goodlett/Bryant) to accept Option 2 from Commercial Sign for \$28829 and proceed. Motion passed unanimously. It was noted that there is over \$28000 from a memorial for Marilyn Marshall that will be designated for the new digital sign.

New Business

a: Certificate of Deposit: Presented by Patty Rohr. Patty did some research after discussions with Brandon and Jeff Pinkney about moving some savings into a CD for investment purposes. She found Golden Belt Bank to have the best option. After discussion, it was moved and seconded (Goodlett/Feauto) to accept Golden Belt Bank's proposal of investing \$1.5 million into a 24-month CD at 3% with no early withdrawal penalty. Motion passed unanimously.

b: It was moved and seconded (Goodlett/Bryant) to move into Executive Session at 5:00 for 15 minutes to discuss Nonelected Personnel Items. Motion passed unanimously. The board came out of Executive Session at 5:15. It was moved and seconded (Goodlett/Bryant) to award the Director a 3% merit pay increase in January. Motion passed unanimously.

Open Board Discussion None

The meeting was adjourned at 5:25 pm by Chair, Katherine Wolfe.

Next meeting will be December 12, 2018, 4 pm.

Respectfully submitted by Amy Feauto, Secretary 11-15-18