**SHEFFIELD PUBLIC LIBRARY BOARD MEETING**

**DATE:** Wednesday, September 13th, 2023 **TIME:** 5:30 PM

**ROLL CALL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| GarrettBreinzer | Trevor Nelson | Alice Griemann | Onni Prestidge | Bonnie Theis | Gail Sheriff | Vacant | Jessica Foreshoe |
| Yes | Yes | Yes | Yes | Yes | Yes | - | Yes |

**Guests – Ashley Francis, Becky Mollers**

**APPROVAL OF AGENDA:** Alice motioned to approve the Agenda. Trevor seconded. Unanimous approval. Motion passed.

**APPROVAL OF MINUTES:** Gail motioned to approve the Minutes from August 9th and September 6th. Alice seconded. Unanimous approval. Motion passed.

**FINANICIAL REPORT:** Garrett motioned to approve the Financial Report. Onni seconded. Unanimous approval. Motion passed.

**BILLS**: Garrett motioned to approve the Bills. Trevor seconded. Unanimous approval. Motion passed.

**LIBRARIANS REPORT:** Garrett motioned to approve the Librarians Report. Alice seconded. Unanimous approval. Motion passed.

**OLD BUSINESS**

Public Comment: None

People in the Park: The Foundation held the Omelet Breakfast in the morning, and it was a big success! People in the Park went great again this year. Lots of books were taken and we had over $250 in donations. There were some that had fun with the Lego table and the robotic demonstration. The librarians all handed out flyers and shared information about library services including the Oral History Project.

Director Update: City Council discussed the request to allow Jessica to work 15 hours minimum per week and still maintain full benefits through the extent of her intense PT appointments. There were legal questions in regard to how that works, and more information has been obtained since that meeting.

Sections of the Employee Handbook were distributed and reviewed. It says that if you are on approved leave; you can be absent for less than thirty calendar days and still maintain full benefits. If Jessica is on complete unpaid work leave for 30 days, the libraries services and programs will be significantly affected as this is the kickoff for all the school programs for the year. Due to her medical needs, Jessica is requesting to work a minimum of 15 hours per week over a 60-day period and still maintain full benefits. This will allow basic library services and programming to Sheffield and the surrounding communities throughout that time, as well as allow her to take care of her medical needs. This balances out the same hours worked, and the extent of coverage of benefits provided by the 30 days unpaid with full benefits. Since This is a deviation from the Employee Handbook, it will need to be brought to the City Council for a vote to make an exception for this specific medically necessary reason.

Onni motioned to approve the request to go to City Council for a 15-hour work week over 60 days and still maintain benefits. If the City Council denies the request, then Jessica will be approved to go on the 30-day approved leave as stated in the Employee Handbook. Garrett seconded. Unanimous approval. Motion passed.

**NEW BUSINESS**

**AGENDA ITEMS FOR NEXT MEETING**

Public Comment

Director Update

Board Training

**ADJOURNMENT** Alice motioned to Adjourn at7:33PM. Garrett seconded. Unanimous approval. Motion passed.