

SHEFFIELD PUBLIC LIBRARY BOARD MEETING

Special Session Minutes

123 S 3rd Street
Sheffield, IA 50475

Date: Wednesday March 6, 2024

Time: 5:38 PM

Roll Call

Members present were Bonnie Theis, Onni Prestidge, Trevor Nelson (by phone), Garrett Benzinger, Gail Sheriff

Members absent were Alice Griemann

Others present were Donnica Keeling and Becky Moellers

Approval of Agenda

Garrett motioned to approve the agenda. Onni seconded. Unanimous approval. Motion passed.

Public Comment: *The Library Board President and Library Board welcome comments from the public on any subject pertaining to Library business. You are asked to state your name and address for the record and to limit your remarks in order that others may be given the opportunity to speak. No action will be taken on items discussed. However, if warranted, the item may appear on a future agenda.*

None

Approval of Minutes from Special Session Meeting February 21, 2024

Onni motioned to approve the minutes. Gail seconded. Unanimous approval. Motion passed.

Old Business

1. Discuss and approve hiring of Applicant A

Bonnie stated that interview of Applicant A was impressive.

Onni stated that he was impressed with her knowledge of Library Laws.

References have been called with positive comments received.

She has requested to complete her programs with her current position. She would work here during the day and work to complete the programs at night. The Board will need clarification on how long this would be in effect. Approval from the council will be needed since she will be working a second job while being employed with Sheffield. The city does not allow an employee to work a dual job.

Bonnie will let Ashley know that this request needs to be added to the agenda for the City Council meeting on Monday, March 11, 2024.

Garrett motioned to make an offer to Applicant A starting at \$17.00 an hour, 32-35 hours per week with benefits. This will be contingent upon the City Council approving her need to work dual jobs for a short time.

Onni seconded. Unanimous approval. Motion passed.

SHEFFIELD PUBLIC LIBRARY BOARD MEETING

Special Session Minutes

123 S 3rd Street
Sheffield, IA 50475

Agenda Items for Next Meeting

Discuss and approve allowing potential new library director to work dual jobs, if the city council approves at the meeting on March 11, 2024.

Discuss and approve a salary increase for potential new library director after a 90-day probation period.

Follow up on window repair from Mason City Glass Service.

Follow up on E-Rates.

Follow up on Blink Cameras.

Presentation of retention webinar overview for continuing education for trustees.

Discuss board recruitment and clarification on what a quorum is.

Status of library staff.

Adjourn

Garrett motioned to adjourn at 5:57 PM. Onni seconded. Unanimous approval. Motion passed.