**Board Minutes from the January 7, 2008 Board Meeting**

**Sparta Public Library
Board of Trustees Meeting
January 7th 2008**

SPARTA PUBLIC LIBRARY

REGULAR MEETING

January 7, 2008

            The regular meeting of the Sparta Library Board of Trustees was called to order at 7:00 p.m. by Domenica McDonald, President.

Members present:         Don Adams                              Absent: Darlene Prest

                                    Anne Bourner

                                    Richard Cavalier

                                    Mary Ann Clendenin

                                    Domenica McDonald

                                    Janice Taylor

                                    Steven Gerlach

                                    Helen Menke

                                    Cristy Stupegia, Librarian

            Janice Taylor moved that the minutes of the December 3, 2007 meeting were approved with the following corrections:

                        Authorized ok or authorized yes amended to motion carried unanimously.

                        Last names added to those making and seconding motions; and

                        Correction of the following typographical errors:

                                    Addition of year 2008 to the date January 21.

                                    Correct stall inservice to staff inservice.

Correct adopt all revised policy manual to adopt the revised manual.

Mary Ann Clendenin seconded the motion.  Motion carried unanimously.

Thank you notes were read from Susan Colbert and Cristy Stupegia.

The treasurer’s report for December 2007 was presented.  Richard Cavalier made a motion to accept the report.  Steven Gerlach seconded.  Motion carried unanimously.

The bills for December were presented.  Anne Bourner moved that they be paid.  Mary Ann Clendenin seconded.  C

Steven Gerlach made a motion to move $1,127.87 in the First National Bank of Sparta CD to the general fund and re-invest the $20,000 at the best available rate for a period not exceeding one year.  Second by Don Adams.  Motion carried unanimously.

Richard Cavalier made a motion for job descriptions to be written for each paid library position within 2008 calendar year.  Second by Anne Bourner.  Motion carried unanimously.

Janice Taylor moved that we not sell the old computers.  Second by Steven Gerlach. Motion carried unanimously.

Mary Ann Clendenin made a motion to place the ash try amongst the plantings at lest 15 feet from the door.  Second by Helen Menke. Motion carried unanimously.

Helen Menke made a motion to approve the librarian’s report.  Second by Janice Taylor. Motion carried unanimously.

Domenica McDonald reported that she and Mary Ann Clendenin attended the open house at the new Steeleville Library.

Steven Gerlach made a motion for the Sparta Library Board to go into executive session to discuss an employees written request at 8:18 p.m.  Second by Richard Cavalier. Motion carried unanimously.

The Sparta Library Board returned from executive session to regular session at 8:55 p.m.

Richard Cavalier made a motion that Carol Pirtle be paid her current hourly rate when working specialized projects; however, when working as a substitute she shall be paid at the assistant librarian’s hourly rate.  Seconded by Janice Taylor. Motion carried unanimously.

There being no further business Mary Ann Clendenin made a motion to adjourn.  Second by Steven Gerlach. Motion carried unanimously.