**MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES**

Monday November 3, 2014

The November 3, 2014 meeting of the Sparta Public Library Board of Trustees was called to order by Vice-President Richard Cavalier in the main study area at 7:05 p. m.

Members Present: Absent:

Don Adams Steven Gerlach Domenica McDonald

Anne Bourner Peggy Petkas Richard Cavalier Bob Taylor

John Clendenin Fran Vallo

Others Present: Susan Colbert, Library Director

The minutes of the October 6, 2014 meeting were reviewed. It was moved by Don Adams and seconded by Fran Vallo to accept the minutes. Motion carried unanimously.

**Correspondence**

None

**Treasurer’s Report**—Anne Bourner

The Treasurer’s report for each fund for the month of September 2014 was reviewed by the Board. It was moved by Don Adams and seconded by Peggy Petkas to accept each of the reports. The motion carried unanimously.

The bills for November 2014 were reviewed by the Board. Expenditures were higher due to expenditures for Memorial book purchases and six new computers. It was moved by Steven Gerlach and seconded by Fran Vallo to pay the bills presented and other regular monthly bills that come after the meeting date. The motion carried unanimously.

**Librarian’s Report**—Susan Colbert

1. The Board discussed the annual Christmas Dinner for the library staff. Fran Vallo moved and Peggy Petkas seconded that the Board continue the annual tradition of providing the meals for the staff. The motion carried unanimously.
2. Since Lois is volunteering to continue to work after she has worked more than her retirement allows, no motion is needed by the board to allow this. Susan Colbert has authority to allow Lois to volunteer.
3. Susan reported that there are changes to the e rate applications that should make it less time consuming to apply.
4. Susan reported that a new system to utilize our microfilm/fiche holdings will cost about $7600 plus a computer to operate the system. .

Fran Vallo moved and Peggy Petkas seconded that the Librarian’s Report be accepted. The motion carried unanimously.

**Old Business**

None

**New Business**

The Board had agreed to review salaries half way through this current fiscal year to determine if we could give raises to our employees that would be more consistent with other city employees. After discussion and review of our current fiscal position, Fran Vallo moved and Bob Taylor seconded that an increase of $.60 per hour be given to each long term employee effective November 1, 2014. The probationary employees shall also receive the same monetary increase upon successfully completing their probationary period. The motion carried unanimously.

Don Adams moved and Peggy Petkas seconded that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 8:15 p. m.

Respectfully submitted,

Steven Gerlach

Secretary of the Board