



- We will need to make motions for the retirement and resignation of a part-time and full time Library Clerk.
- Discussed the need for policies for back ground checks for new hires and the new Green Space.
- The board formed a policy committee.
- Trustee election-No applications have been taken.
- Bids for the cottage construction are due October 26, 2023. BBS anticipates completion by fall 2024.
- Thermal Solutions annual contract needs to be approved.
- Hansen Crowley lease renewal and payment for the Teen Center needs to be approved.
- Directors search committee met October 19 and will present later in Executive Session.
- Need to vote on Directors office renovation.
- Board decided against sending a giving letter this year due to the economy. Discussed adding a donation QR code to newsletter.
- Benches were chosen and need to be ordered.
- Motion to accept Organically Greens proposal for lawn care for the Green Space.

**MOTION** to move the meeting into Executive Session to discuss personnel at 5:27(Siegel;Orofino) unanimously approved

**MOTION** to resume the regular board meeting at 6:07(Siegel;Connelly) unanimously approved

#### **B. Personnel**

**MOTION** to hire part-time Security Guard, Jason White at \$20.73 per hour, effective immediately. (Reilly; Jensen) unanimously approved

**MOTION** to hire part-time Custodian, Zachary Stewart at \$20.73 per hour, effective immediately. (Siegel; Connelly) unanimously approved

**MOTION** hire full time Librarian, Erik Himberger at \$36.92 per hour, effective immediately. (Jensen;Siegel) unanimously approved

**MOTION** to accept the retirement of Library Clerk, Cynthia Stuart, effective November 16, 2023. (Jensen;Orofino) unanimously approved

**MOTION** to accept the resignation of Library Clerk, Barbara Jutting, effective October 28, 2023. (Siegel; Jensen) unanimously approved

#### **V. UNFINISHED BUSINESS**

**MOTION** to approve spending of \$3,627.31 for the purchase of three (3) six ft. (6') concrete benches (Model No. TF5029) (Reilly; Siegel) unanimously approved

**MOTION** to approve payment to Organically Green for proposal No. 21031 for plant and lawn care in the amount of \$706.07. (Jensen;Siegel) unanimously approved

**MOTION** to approve payment to Anthem Electric in the amount of \$6,900 for Green Space electric. (Orofino; Connelly) unanimously approved

**MOTION** to pay Valerie Schwarz \$8,520 for Administrative consulting services from September 20, 2023 to October 13, 2023. (Jensen;Siegel) unanimously approved

#### **VI. NEW BUSINESS**

**MOTION** to accept the Thermal Solutions Maintenance and Service Agreement at a rate of \$6,455 annually, effective December 1, 2023. (Siegel;Orofino) unanimously approved

**MOTION** to pay Hansen-Crowley Management, LLC a 1.5% increase, with a new monthly payment of \$4,002.65 beginning November 1, 2023 (Jensen;Siegel) unanimously approved

**MOTION** to refurbish the Director's Office at a cost not to exceed \$7,000. (Siegel;Reilly) unanimously approved

**A MOTION** regarding marketing of the Library was tabled until the November meeting. (Reilly;Connelly) unanimously approved

**MOTION** to appoint Eric Coverdale as Facilities Manager with an increase of 10 percent annually beginning October 23, 2023. (Siegel;Connelly) unanimously approved

## **VII. CORRESPONDENCE AND COMMUNICATIONS**

None.

## **VIII. COMMENTS FROM THE PUBLIC**

None present.

## **IX. ADJOURNMENT**

**MOTION** to adjourn the meeting at 6:22 p.m. (Siegel, Connelly) unanimously approved

Respectfully submitted,

Nicole Connelly,  
Secretary, Board of Trustees

*Recorded by Lisa McDonnell*