

**Flat Rock Public Library
Board of Directors
Minutes November 18, 2015**

Meeting called to order at 4:32 p.m.

ROLL CALL OF MEMBERS:

Present: Tom MacDonald, Frank Hamet, Paul Gagne, Charlene Smith
Excused: Ruth Vack
Guests: Rachel Lee

APPROVAL OF AGENDA:

Motion by Smith, supported by Hamet to approve the Agenda as presented. Motion carried

APPROVAL OF MINUTES:

Motion by Gagne, supported by MacDonald to approve the minutes of September 16, 2015 as presented. Motion carried.

APPROVAL OF FINANCIAL REPORT:

Motion by Hamet, supported by MacDonald to approve the September and October Financial Reports as presented. Motion carried.

PUBLIC COMMENT: None

OLD BUSINESS:

1. External Lights: Gagne will check into the possibility of the high school shop students making the necessary repairs. Place on January agenda.
2. Extended Library Hours: Effective January 2, 2016 Library hours will be: Mon. 12-8, Tues & Wed. 10-6, Thur. 10-8, Fri. & Sat. 12-5, Closed Sunday. Open 44 hours per week.

Motion by Smith, supported by MacDonald to approve the above hours. Motion carried.

3. 5-10 Year Plan – Director is authorized to schedule work on items less than \$1,000. Start work on Barcode Scanners immediately.

NEW BUSINESS:

1. 2016 Board Meeting Schedule: see attached schedule. Meetings to begin at 4:30 in the Activity room.

Motion by Gagne, supported by Hamet to approve the 2016 Board Meeting Schedule as amended. Motion carried.

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2. 2016 Library Closing Schedule: A Tentative schedule was presented, several changes were made. (See attached schedule).

Motion by Smith, supported by Hamet to approve the 2016 Library Closing Schedule with changes. Motion carried.

3. Board Elections: Table to January meeting

Motion by Hamet, supported by MacDonald to Table to January meeting. Motion carried.

4. 5.13 Policy re: Vacation time for full-time employees: Clarification of policy requested. If a part time employee becomes full time, do the part time hours count toward her required years of employment to receive vacation time. (5 year employee worked part time for 4 years and full time for one year.) In the future 15 vacation days will be granted to **Full Time Hours Only**.

Motion by Hamet, Supported by Smith to grant a 15 day vacation to the Youth Librarian ONLY. For this time only she will be considered Grandfathered in. Policy 5.13 will be revised and placed on the January agenda. Aye: Hamet, Smith, MacDonald. Nay: Gagne. Motion carried.

REPORTS

DIRECTOR'S REPORT: See attached.

CORRESPONDENCE: None

BOARD COMMENTS:

Gagne: Inquired about extension of Board appointments and creating a list of plans for next year.

Hamet: None

Smith: None

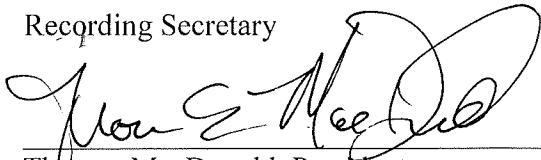
MacDonald: Extended Speedy Recovery wishes to Ruth Vack and Happy Holidays to everyone.

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The next meeting will be held on Wednesday, January 20, 2016 at 4:30pm. There being no further business to discuss a motion was made by MacDonald, supported by Gagne to adjourn the meeting at 6:05 p.m.

Respectfully submitted,

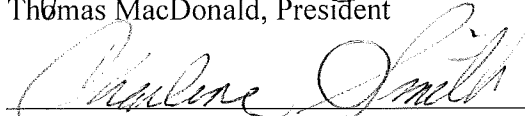
Marie O'Hara
Recording Secretary



Thomas MacDonald, President

1-20-16

Date



Ruth Vack, Secretary

1/20/16

Date