

Vice President Pat Morgan called the meeting to order at 11:35 AM. There was a moment of silence and after considering the agenda, the meeting began. Attending were: Pat Morgan, Kim Conzelman, Becky Todd, Sherri Randall, and Brenda Mahoney-Ayres.

Kim moved, seconded by Becky to approve the minutes from the previous meeting. Motion carried.
Becky moved, seconded by Kim to accept the treasure's report.

Brenda presented the director's report. She reported that plans were being made for the Trunk or Treat event and Light Up the Library and the Raising Readers Bookfest and Feast. She had attended the Integrated Library Services meeting via phone. Preparations are underway for the upcoming county audit.

Sherri reported that the first meeting of the library's Lego Club was held. Story time has resumed on Tuesdays and she will be reading to Polka Tots Daycare and three separate classes at the Upton Preschool once a month.

There was no foundation report.

Old business was continued work on the Personnel Policy Update. The following changes were made.

III. Employee Classifications: 1. Take out the word "over" and add, in parentheses, the date of 12-1-16 to indicate when the changes were legislated to the Fair Labor Standards Act. In parts a and b, remove the words "as revised."

VII. Holiday Policy: add Good Friday (1/2 day), Friday after Thanksgiving, and Christmas Eve (1/2 day).

VIII. Sick leave: change the 80 hours of paid sick leave per year to 96 hours.

XII. Miscellaneous Time Off With Pay: #2 change the 19 to 29 hours or less a week. #3 Change the word part-time to managerial and 35 hours to 30 hours a week.

Kim made a motion that on 3rd and final reading to accept all the revisions on pages 3,4,5,6 and 8. Becky seconded and the motion carried.

Effective December 1st, the Fair Labor Standards Act changes rules for managerial and administrative positions. The threshold level is \$47,476. The library managerial and administrative staff will be eligible for overtime and comp time since they will become non-exempt employees under these changes.

The meeting was adjourned at 12:45. The next meeting will be October 28th.

Respectfully submitted

Becky Todd