

Wales Library Board of Trustees
December 5, 2016

Attendees: Nancy Baer, Kimberly Bready, Keri Pitcher and Carolyn Boehne

Minutes: Minutes prepared by Kimberly Bready. Minutes from previous meeting, reviewed and accepted.

Bills: Bills were reviewed and paid as follows:

Jeff Wasiluk	\$ 25.00
Staples Advantage Dept BOS	138.13
DEMCO	60.99
Midwest Tape	84.98
Baker and Taylor	108.06
Ingram Library Services	209.62
Total	\$ 626.78

Library Expense \$626.78

Director	\$ 767.00
Librarian	422.62
Custodian	65.46
Total	\$ 1255.08

Salary Expense \$1255.08

Flexibility for Materials Expenditure: Paperwork has been signed and submitted to allow us to collect all state aid funding available to us.

Holiday Hours: The Library will be closed on December 24th and 31st to celebrate the holidays. Board of Trustees discussed and agreed to allow the Librarian to receive pay for those hours as she is regularly working those hours.

Kaleidoscope Craft: Being held on December 28, 2016 from 3:30 – 5 PM at the Library. Children who are Kindergarten age and older will make a Kaleidoscope.

Snow Day Scrabble: Nancy suggested "Snow Day Scrabble". If schools is cancelled due to inclement weather and the Library is open, Wales folks who are in 3rd grade or older can come on in and play Scrabble.

LEGO: Karen suggested starting a LEGO Club. Nancy has drafted a letter to LEGO to request matching what she spends on LEGO's to get this club going.

Custodian Checklist: The Custodian will continue to use the checklist to keep on file. It has been reported that Christine does a really, good job. No problems at all.

Unhappy Patron: It was brought to the attention of the Board of Trustees that Ms. Mulready has displayed inappropriate behavior while visiting the library. She was loud, emotional and was angry regarding some non-library related matters. This has occurred on previous occasions. The Board of Trustees has drafted a letter regarding her behavior and asked that she limit herself to Library business only. She was sent a copy of the Behavior Policy and informed that further actions will be taken if this occurs again. The letter and policy was mailed on December 6, 2016.

2017 Board Meetings at 6:00 PM

- January 3
- January 30
- February 27
- March 27
- April 24
- May 22
- June 19