

**Farnsworth Public Library**  
**Board of Trustees Meeting, December 18, 2008, 7:00 p.m.**

The meeting was called to order by President Lacourciere at 7:00 p.m.

- I. Roll Call:** Present - Ballestad, Gering, Heiser, Lacourciere, Loberger, Peterson and Director Murphy. Absent - Bucheger, Gilbert, and Young.
- II. Minutes** of the November 20, 2008, meeting were approved as written. (Thank you, Amy!) M/S/C Gering, Ballestad
- III. Director's Report**
  - A. Bills dated November 21, 2008., in the amount of \$1490.26, and bills dated December 9, 2008, in the amount of \$1644.18, were approved as presented. M/S/C Gering, Ballestad
  - B. Library Deposits YTD report through December 9, 2008. was reviewed.
  - C. Expenditure Guideline Report dated December 18, 2008, was reviewed.
- IV. Committee Reports**
  - Administrative - none
  - Building & Grounds - will be covered in Old Business
  - Finance - none
- V. Correspondence**

A memorial in the amount of \$30.00 was donated by the family of Wilfred and Irene Wittkopf to pay for the outside Christmas lighting.
- VI. Old Business**
  - A. Stairwell & Carpet Replacement Projects  
Gering presented the spec sheet and floor plan of the project with the designated areas marked to indicate tile or carpet replacement. The scope of the project will be decided after the first of the year when the impact of the extended hours and winter utility costs are factored in the budget.
- VII. New Business**
  - A. A motion to close the library for the day at 5:00 p.m .on Wednesday, December 31, 2008, was made by Ballestad and seconded by Gering. Motion carried.
  - B. It was recommended that the Board of Trustees meetings be changed to the 4th Tuesday of the month. A motion was made by Loberger and seconded by Ballestad to amend Article II, Section I of the by-laws to reflect the date change and to bring it to a formal vote at January's meeting. Motion carried.
  - C. 2009 wages are all budgeted in to the approved 2009 budget and reflect the minimum wage increase. It includes a 2% increase for the director, 6% increase for the assistant director, 4% increase for the library clerk and 3% increase for the remaining employees. The new clerk will start at \$7.00/hr. for the six month probationary period, after which it will increase to \$7.25/hr. on July 1st to be in compliance with the new federal minimum wage.
  - D. 2009 NFLS Grant  
Farnsworth will receive approximately \$1850.00 from this grant . Director Murphy will use the grant to purchase audio & video materials. A motion was made by Heiser, seconded by Peterson, to accept the grant and approve its proposed use for collection development. Motion carried.

**VIII. Adjournment at 8:00 p.m.**  
M/S/C Gering, Ballestad.

**Next meeting will be January 27, 2009, at 7:00 p.m.**

Respectfully submitted,

*Mary L. Heiser*  
Secretary