

St. Ignace Public Library Board Meeting Via Zoom – July 14, 2020 5:00 PM

The meeting was called to order at 5:05 with a roll call attendance of Alycia McKowen, Kim Nowack, Ruth Lachapelle, Martha Sjogren, Eliska Grogan, and Loni Brown in attendance via Zoom connection. Not present was Mary Maurer and Elaine MacDonald.

A motion was made by Martha Sjogren to accept the June 2020 board meeting minutes as presented. Loni Brown seconded that motion. A roll call vote took place to accept or deny the motion: Kim- Yes, Ruth- Yes, Martha- Yes, Eliska-Yes, Loni-Yes. Motion was passed.

New Business

Director's Report: Alycia McKowen gave a verbal Director's Report discussing how reopening of the library went and gave a few brief updates on staff and the Library Director.

Maternity Leave: Alycia McKowen discussed the City Policy for Maternity Leave- health benefits to be paid, must request leave in writing- and presented the library board a written request for maternity leave of absence for a total of 8 weeks with Alycia working in part remotely and/or in-person once cleared. Discussion took place on if maternity leave was paid and Alycia presented how much accumulated Sick Leave/Vacation leave she had and that if possible, would go towards her extended leave of absence.

Self Funding Health line item was discussed. Alycia McKowen will reach out to the city clerk for a suggested amount before the next board meeting.

A staff member assuming some director responsibilities while the director is on Maternity Leave was discussed. This would enable minor issues to be taken care of immediately by giving the staff member temporary authority in certain library operations.

A need for a Temporary On-Call Library staff position was presented and discussed. The position would be for a 3 month term, August - October, with an hourly wage of \$10.77. The position would work a minimum of 3 hours and a maximum of 7 hours per day on an as-needed, on-call basis. Alycia McKowen will post the position and hopes to have someone hired by August 1.

Bills: Totaling \$8,501.36 A brief discussion took place. Martha Sjogren made a motion to approve the July payables totaling \$8,501.36.. Loni Brown seconded the motion. A roll call vote took place to accept or deny the motion: Kim- Yes, Ruth- Yes, Martha- Yes, Eliska-Yes, Loni-Yes. Motion was passed.

Public Comment: Discussion took place.

Meeting Adjourned at 5:53 PM

Approved September 15, 2020