



**Hastings Public Library Board of Trustees  
Minutes of Board Meeting on January 6, 2020**

1. **CALL TO ORDER** - The meeting was called to order by Jordan Brehm at 4:30 PM.
  - a. Board members present were Norma Jean Acker, Jordan Brehm, Kim Bosma, Audrey Burton, Sheena Eastman, Jeff Kniaz, David Koons, John Resseguie and Mary Rivett.
  - b. Also present were Peggy Hemerling, David Edelman and Diane Hawkins.
2. **APPROVAL OF THE AGENDA:** It was moved by Kniaz, supported by Resseguie, that the agenda be approved as written. **Motion Approved.**
3. **COMMENTS FROM THE PUBLIC:** There were none.
4. **COMMUNICATIONS:** There were none.
5. **APPROVAL OF THE MINUTES of December 2, 2019:** It was moved by Resseguie, supported by Kniaz, that the minutes of December 2, 2019 be approved after correcting the date from December 1 to December 2. **Motion approved.**
6. **APPROVAL OF THE MINUTES of December 19, 2019:** It was moved by Resseguie, supported by Kniaz, that the minutes of December 2, 2019 be approved as written. **Motion approved.**
7. **FINANCIAL REPORTS AND INVOICES:** It was moved by Kniaz, supported by Resseguie that the October financial reports and invoices be accepted as presented. **Motion Approved.**
8. **COMMITTEES**
  - a. **Budget & Finance:** Meeting date set for 17 February, 2020.
  - b. **Building & Grounds:**
  - c. **Personnel:**
  - d. **Policy:** Meeting date set for January 13, 2020 at 4:30PM. Before the meeting, Hemerling will send a copy of the policies: Notary Public, Social Media and FOYA.
  - e. **Marketing:** none
9. **LIBRARY DIRECTOR'S REPORT** – Attached
10. **UNFINISHED BUSINESS**

- a. Vacation Policy: The motion was made by Kniaz, supported by Acker, to amend the personnel vacation policy for regular full-time employees

from:	Length of continuous service	Number of vacation hours
	Fifteen (15) years	176 hours
	Twenty (20) years	184 hours
to:	Fifteen (15) years	180 hours
	Twenty (20) years	200 hours

and to add:

A part-time library employee regularly working at least twenty-five (25) hours per week, and receiving pro-rated vacation time, who then begins working full time, shall receive vacation calculated from when s/he began working twenty-five (25) hours per week.

effective as of 1 January, 2020: **Motion passed** with 8 voting aye and 1 voting nay.

11. **NEW BUSINESS** - There were none.

12. **BOARD MEMBER COMMENTS** - none

13. **ADJOURNMENT:** It was moved BY Kniaz, supported by Burton, to adjourn the meeting at 5:18 PM.