

Greene Public Library

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January 5, 2023

The Greene Library Board met in regular session on Thursday, January 5, 2023 at 5:00 pm in the library meeting room. Present were Barbara Brunnsma, presiding, Kathi Stuntz, Dan Castle, Andrea Ramker, Jay Majewski, Ann Thomason and Patrick Derdzinski. Also in attendance were city councilmen Alan Zweck and Marilyn Folkers, and Lyndsie Pitzenberger.

Motion by Andrea Ramker, second by Daniel Castle to approve agenda and the minutes of the December 1, 2022 meeting. Roll call, all ayes. Motion carried. Andrea Ramker gave the financial report and November claims list. Jay Majewski will inquire into the lock box and two different memorial accounts on the budget report. Moved by Kathi Stuntz, second by Ann Thomason to approve the financial report and claims. Roll call, all ayes. Motion carried.

Lyndsie Pitzenberger gave the Director's report.

New correspondence included thank you cards from staff to the Library Board of Trustees.

Unfinished business: The city approved the resolution for a library memorial gifts account per Iowa Code Section 384.20

New Business: Lyndsie provided an updated budget revision since the city did not fund the request of \$83,000 and funded the Greene Library in the amount of \$72,000. Andrea Ramker moved to approve the revised budget, seconded by Ann Thomason. Roll call, all ayes. Motion carried.

Dan Castle gave report for financial committee. The Kyle Trust has approved \$10,000 for the 2023-2022 Greene Library. There was no year end investment report. Moved by Daniel Castle that an investment report be provided quarterly to the Greene Library Board of Trustees. Second by Jay Majewski Roll call, all ayes. Motion carried.

Lyndsie provided trustee training on the city's library ordinance.

Policy Review: The Greene Library Board of Trustees discussed library policy as indicated in the Greene Library policy manual Chapter 21, pages 1 through 3. The board compared vacation leave to the city employee's as follows:

	Vacation Time	Vacation Time
Years of Service	Library	City
1 st year	2 weeks	1 week
2 -10 years	2 weeks	2 weeks
>10 years	3 weeks	3 weeks


20 years	3 weeks	4 weeks
Maximum accrued	4 weeks	5 days
	Sick Leave (Library)	Sick Leave (City)
Days of Sick Leave	10 days	12 days
Accrued Sick Leave	50 days	90 days

It was noted city employees also have more paid holidays than library staff.

Motion by Andrea Ramker to update personnel policy to increase accrued vacation to 5 weeks and increase sick leave to 12 days and add one additional paid holiday that will be the Friday after Thanksgiving. Second by Ann Thomason. Roll call, all ayes. Motion carried.

There was a discussion of clocking in and out for the library director, Lyndsie Pizenberger as requested by the Greene City Council. Directors are exempt from clocking in/out and the board was concerned about having the potential of paying overtime if the director was ordered to clock in and out. Lyndsie keeps a spreadsheet of hours worked. It was discussed by the board this spreadsheet would satisfy the city's request for hours worked. Barb Brunsma will attend the next city council meeting to address their concerns.

Motion by Dan Castle to adjourn meeting at 6:25 pm. Second by Jay Majewski. Roll call, all ayes. Meeting adjourned.

Signed: 
Pat Derdzinski, Secretary