

PERE MARQUETTE DISTRICT LIBRARY BOARD OF TRUSTEES

Regular Board Meeting September 1, 2020 (Unapproved)

The regular virtual meeting of the Pere Marquette District Library Board of Trustees was called to order at 7:03 p.m. by Secretary, Lisa Card. Members present were: Heather Parsons, Marcy Klaus and Sue Wentworth joining the meeting at 7:14pm. Members absent were: Julie Cole. Library personnel present: Sheila Bissonnette, Library Director and Nick Loomis Assistant Director.

Approval of the Consent Agenda: It was moved by Marcy Klaus to approve the Consent Agenda. Heather Parsons provided support to that motion. Ayes all, motion carried.

Approval of the Agenda: It was moved by Marcy Klaus and supported by Heather Parsons to approve the agenda as presented. Ayes all, motion carried.

Old Business:

- A. General update regarding the library reopening plan: A general update regarding the library reopening process was presented. No action was taken.
- B. Discussion/Approval of update to employee handbook – Bereavement Leave: Nick presented several options to revise the current bereavement leave policy. Marcy Klaus made the motion to approve Option 2 offering part-time staff with 1-day paid time off and 2 days unpaid time off. Lisa Card provided support for the motion. Ayes all. Motion carried.

New Business:

- A. Discussion/Approval of the employment contract for Sheila Bissonnette: The updated contract for Sheila was presented. Revisions included the change from sick/vacation/personal PTO. Sheila requested an additional 12 hours of PTO for an annual total of 336 hours, and asked that the Library Board to allow her a 1-time credit of 3 months sick leave that was accrued since 2001. This paid sick time will not continue to accrue. Unused sick time will be carried over annually. Sick leave time cannot be turned in for payment. Marcy Klaus made the motion to approve the contract as presented. Heather Parsons clarified that the sick time would only be used for sick time and not any other type of PTO. Lisa provided support for the motion. Ayes all. Motion carried.

Public Comment: No public comment

Next Board meeting – October 6th, 2020 at 7pm

Adjournment: It was moved by Lisa Card and seconded by Marcy Klaus to adjourn the regular virtual meeting on September 1st, 2020 meeting of the Pere Marquette District Library Board of Trustees at 7:35 p.m. Ayes all. Motion carried.

Respectfully submitted, Sheila Bissonnette, Library Director