Meeting began at 5:46 p.m. in the Library Board Room.

I. Welcome - Chairperson

II. Action Items

A. Acting Director Appointment - Gene suggested it would be helpful to appoint an acting director that could help with signing invoices, etc. It would be someone in house to take over some responsibilities when he is gone. Isaac said he spoke to Gene who suggested Carla. Teri suggested we add something into the by-laws for this situation happening in the future. Carla and Cindy will look into that, and look into voting electronically or by phone. Karen Salmon made a motion to nominate Carla Gordon as the acting director until Gene’s return, to the extent of their authority. If we don’t have authority Julie seconded the motion. The vote was unanimous.

B. Salary for Acting Director - Gene also suggested a pay bump for the additional responsibilities. Cindy received an email from Daniel Softley saying the standard increase would be 10%. Julie made a motion to increase Carla Gordon's salary to 10% until Gene’s return, with the starting date of November 25, to the extent of their authority. If they do not have authority, they recommend this to the city. Carol Lee seconded the motion. The vote was unanimous.

C. Elizabeth said to the degree of it being appropriate, the executive team should also receive a bonus, or any others who take upon extra work. The board agreed.

III. Discussion Items

A. None

Meeting adjourned at 6:00 p.m.

Next Meeting Wednesday, January 9, 2019 @ 4:00 pm.

Submitted by Cindy Roe