

## LIBRARY BOARD MINUTES THURSDAY, FEBRUARY 08, 2018

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The Oak Creek Public Library Board met on Thursday, February 8, 2018. Those present were: Sharon Armstrong, Carol Sagan, Wendy Cintrón, Pam Aiken, Pat Parks, Karen Umbs and Jill Lininger. Sharon Armstrong called the meeting to order at 5:00 p.m.

A motion by Karen Umbs was made to approve the minutes of the January 11, 2018 meeting. The motion was seconded by Pam Aiken, and carried.

A motion was made by Pat Parks and seconded by Carol Sagan to approve the January 2018 vendor summary in the amount of \$60,505.33. Motion carried.

A motion was made by Pam Aiken and seconded by Pat Parks to approve the 2017 Department of Public Instruction Annual Report for the Oak Creek Public Library. Motion carried.

A motion was made by Greg Loreck and seconded by Wendy Cintrón to approve the revised job descriptions:

Assistant Library Director; Circulation Supervisor; Library Aide; Library Aides – Serials; Library Associate - Reference Services; Library Associate - Youth Services; Library Intern; Library Page; Marketing Librarian; Substitute Librarian; Technical Services Librarian; Young Adult Librarian - Part-time; Youth Services Librarian - Full-time; Youth Services Librarian - Part-time.

Motion carried.

A motion to change the date of monthly Library Board of Trustee meetings to the second Thursday of each month for the remainder of this year was made by Carol Sagan and seconded by Sharon Armstrong. Motion carried.

Budget and revenue updates, staff report monthly statistics and monthly calendar were presented by the Library Director Jill Lininger.

A motion was made by Sharon Armstrong and seconded by Carol Sagan to adjourn at 5:50 p.m. Motion carried.