

Logan County Library Board Meeting  
4th Quarter Library Board Meeting (Paris)  
December 14, 2021  
6:00pm

**Logan County Board Members present:**

Glenda Ezell (Chair)  
Stephanie Simon  
Laura Simon  
Tina Hunt  
Leigh VonderHeide

**ARVRLS Staff Present:**

Misty Hawkins ARVRLS Director

**Logan County Library Branch Managers Present:**

Amber Mikles (Paris Location)  
Brittany Downs (Booneville Location)

**Proceedings:**

Glenda Ezell called the meeting to order at 6:01 pm.

Minutes from the previous meeting on September 14, 2021 were read. Tina Hunt made a motion to accept the minutes, Stephanie Simon seconded the motion and it passed unanimously.

The board members read financials from both branches. Leigh Vonderheide made a motion to approve the financials, Laura Simon seconded the motion and it passed unanimously.

The board read over the librarian reports and listened to each branch manager discuss the many programs, activities and partnerships that the library has been working on. Amber Mikles and Brittany Downs explained their branches giving updates on programming, staff, and building status.

Amber Mikles alerted the board that Arvest Bank would be closing, which is the bank where the Gattis Logan County Library bank account was held. It was determined that new minutes would state that a new bank account would need to be opened at Paris First National Bank. Signers for this account would be Glenda Ezell (Chair), Leigh Vonderheide, and Amber Mikles would be listed.

Misty Hawkins also delivered a regional library report and discussed how branches were coming together to create a strategic plan for the regional system. She also delivered results from ARPA funds and updates on PPE reimbursements. Misty discussed how the region has recently purchased a van for use by all the libraries for various tasks and activities that will be carried out. The vehicle will be equipped with shelving and WIFI internet access and will be used for mobile programs for the region library system as a whole.

**Old Business**

Glenda moved that we discuss the infrastructure needs of 2022 for both libraries. Bids from both Amber Mikles and Brittany Downs were delivered to the board concerning upgrades, renovations, and ADA needs for both branches. The board discussed budget options for salary and wage benefits for employees. This was a wage study performed

by Misty Hawkins to assist with this discussion. Staff evaluations were performed by Amber Mikles and Brittany Downs on their employees and themselves and they delivered them to the board. Both branch managers delivered very positive feedback from their branches concerning their employees.

Laura Simons made a motion to accept the bids and proceed with the projects. Leigh Vonderheide seconded the motion and it passed unanimously.

Leigh Vonderheide moved that the 2022 holiday schedule be approved. Laura Simon seconded the motion and it passed unanimously.

Executive session was called by Glenda Ezell (Chair) at 7:06 pm

The executive session was over at 8:03pm and the meeting was called to order by Glenda Ezell (Chair)

#### **New Business:**

- Misty Hawkins also delivered information about both Logan county library branches receiving PPE reimbursements back from previous purchases that were made in the past year in reaction and preparation to COVID. Leigh Vonderheide made a motion that the reimbursement be distributed based on full-time/part-time staff. The current library employees in Logan County should receive premium pay compensation by means of the PPE Reimbursement via CARES Act Funding distribution. The Library employees who will receive compensation include eight current full-time staff members:
- Amber Mikles, Brittany Downs, Jordanne Garlin, Kathryn Sims, Annie Canada, Jennifer Bogart, Renee Rector, and HAley Simmons. Tina Hunt seconded the motion and it passed unanimously.
- Stephanie Simon made a motion for a 5 percent COLA raise for Logan County Library employees, Laura Simon seconded the motion and it passed unanimously.
- Laura Simon made a motion to delete position #9 which is a part-time staff position for the Logan County Library. Tina Hunt seconded the motion and it passed unanimously.
- Stephanie Simon made a motion to move the salary from position #9 which is \$17,160.00, the budget line for books for the Logan County library. Leigh Vonderheide seconded the motion and it passed unanimously.
- Stephanie Simon made a motion to make the new entry wage \$11.50. Leigh Vonderheide seconded the motion and it passed unanimously.

#### **Adjournment:**

Leigh Vonderheide motion to adjourn the meeting at 8:23pm. Stephanie Simon seconded the motion and it passed unanimously.