

**MINUTES OF THE PARKLAND COMMUNITY LIBRARY
BOARD OF DIRECTORS MEETING**

March 23, 2023, at 7:00 p.m. at the library

In Attendance: Kathy Osmond, Nancy Holler, Lisa Luciano, Carrie Nedick, Lisa Roth,
Nicole Wentline, Pranshu Gupta, Madlen Miller and Lynne Harakal by phone.
Absent: None
Also Present: Sammit Bal, Student Representative, and Debbie Jack, Executive Director

PRESIDING: Kathy Osmond

CALL TO ORDER: 7:02 pm

MOTION FOR APPROVAL OF MINUTES:

Nancy Holler made a motion to approve the February 23, 2023, minutes. Lisa Luciano seconded the motion and the February 23, 2023, minutes were unanimously approved.

EXECUTIVE DIRECTOR'S REPORT: Debbie Jack

All Board members pre-read Debbie's written report.

BOARD PRESIDENT REPORT: Kathy Osmond

Kathy reminded everyone that we have an Executive Session after tonight's regular meeting.

TREASURER'S REPORT: Lisa Luciano

The February 2023 Financial Statement was received for filing.

CONTINUING BUSINESS

A. Strategic Plan – Debbie shared earlier today with the board via email. Asked that everyone review and we bring this topic back for April meeting.

B. Student Rep Report – Sammit updated the proposed budget for the plan to identify landscaping around the building, looking to only cost \$10.00 or so. Lynne H. is working with Sammit on this and will inform the Board of final strategy.

C. Meeting Room Policy – Debbie had it reviewed by our insurance agent one more time. It was agreed that the room is now open without the insurance liability waiver.

NEW BUSINESS

None

BOARD AND EXECUTIVE DIRECTOR ACTION ITEMS

A. Board Terms: Carrie Nedick

Tabled conversation from January, February and March meetings. Tabled again to April meeting.

B. Employee Handbook: Debbie Jack/Carrie Nedick

Debbie reported that she did make some minor changes and our HR attorney has approved. Carrie mentioned she still needs to review, so tabled until April meeting.

COMMITTEE REPORTS

Nominating: Nancy Holler

Nancy started by thanking the members of the committee who reviewed and participated in the interviews. Nancy then read the 3 bios for candidates the committee is presenting to the Board tonight: Mr. Yu Zhang (Upper Mac), Mr. Damian Goodman (NWT), and Stephanie Prevost (Upper Mac). Motion to approve the nominees for the PCL Board commencing July 1, 2023, by Nancy Holler, seconded by Carrie Nedick and unanimously approved.

HR Committee: Carrie Nedick

Carrie mentioned that the committee is currently still reviewing the Executive Director contract and there is going to be an Executive Session tonight for full board discussion around possible recommendations.

SPECIAL COMMITTEES

Diversity & Inclusion: Included in Director's report. Next meeting is March 31, 2023.

Friends of PCL Liaison: Nancy Holler

Next sale is May 20th. The March 4th sale garnered close to \$2,000 and there were 140 paying customers. She thanked the PHS National Honor Society volunteers. Summer Sale will be August 14th. Annual lunch and meeting is May 11th at Morgan's - Nancy handed out invitation slips to the entire Board.

Executive Session to discuss Personnel matter at 7:29 p.m.

Motion to go into Executive Session by Nancy Holler, seconded by Carrie Nedick. Motion passed.

The Board came out of Executive Session at 8:45 p.m. on motion by Carrie Nedick, seconded by Lisa Luciano.

Board Action Required – Parkland Community Library Executive Director Contract

Motion to not renew current Executive Director contract by Carrie Nedick, seconded by Pranshu Gupta. Motion passed.

Motion to adjourn meeting at 8:47 p.m. by Nicole Wentline, seconded by Madlen Miller.

Respectfully submitted,
Lisa Roth, Secretary