

**Havana Public Library District  
Thursday, April 13, 2023  
Board of Trustees Meeting  
4:00 p.m. Library Annex  
118 S. Plum**

**Minutes for Regular Board of Trustees Meeting**

- I. Call to Order - 1615 by Mark McGrew
- II. Roll Call - Mark McGrew, Mary Ellen, Vanessa Hall-Bennett, Kate Hurley, Mary Layton, Stephanie Howerter and Amanda Zueck
- III. President's Report - None
- IV. Secretary's Report: approval of minutes as received or corrected
  - a. Minutes from regular meeting, March 9, 2023  
Mary Layton motions to approve as written, seconded by Stephanie; passed unanimously
- V. Correspondence, communications, and public comment  
Summer Brown email Mason Co received grants to adjust economic impact, we are considered a stakeholder in grant; need to give ideas for community resilience. We will put forth the removal of the old annex for parking.
- VI. Treasurer's Report
  - a. Monthly budget report and review of bills payable March 2023  
Amanda motions to pay bills as written, Mary Ellen seconds; passed unanimously
- VI. Librarian's (Vanessa Hall-Bennett) report(s)
- VIII. Unfinished Business
  - a. Library Maintenance & Repairs - Dave Daniels Feb: 2300 shower; back board & cement - 800; 4k is to replace all decking  
Mary Layton motions to fix shower, Amanda seconds; passed unanimously  
2600 went to Spencer for outdoor spigots and interior faucets for landscaping
- IX. New Business
  - a. Swearing in of New Trustee Kate Hurley - paperwork complete
  - b. Saturday Hours - will remain closed, will revisit before the start of school
  - c. Paid Leave for All Workers Act - need to contact lawyer to see how to budget for paid leave for all workers; need to get template policy

- d. Decennial Committee - 10 pg report to county, meet before June 10th - Stephanie and Jan Hurley will be our community members- first Meeting will be May 18th at 4pm
- e. Statements of Economic Interest - Mary Ellen completed, all done
- f. Bids for Library Maintenance - discussed bids and potential changes for deck
- g. Bids for Library Sidewalks - Mark got 2 bids; tear out was 17-22k and the poly injection was 4-5k depending on the company. Mark would like to use the company that is less expensive and their estimate includes more work after finding references. Mary Ellen motions motions to approve the concrete work after finding references, Amanda seconds; passed unanimously
- h. Library Landscaping - landscaping is going in, foundational roses, leaving hydrangeas; Thank you to our anonymous donors.
- i. Meeting Room Policy - Stephanie motions to approve changes, Mary Ellen seconds; passed unanimously
- j. School Curricular Donations - Stephanie motions to approve 2 donations, Amanda seconds; passed unanimously

X. Public Comment - none

XI. Adjournment Stephanie motions for adjournment, Kate seconds; passed unanimously. Adjourned at 1716