



Minutes of the Governing Board Meeting held Monday, March 13, 2017

The meeting was held at the Alachua County Library District Headquarters Library, University Ave, Gainesville, FL.

The meeting was called to order at 10:00 AM by Dr. Dickison. She established that a quorum was present. Members attending were, Ms Rosemary Anderson, Ms Lynn Andrews, Putnam County; Dr. Sheila Dickison, Ms Ellen Vause, Alachua County; Mr. David Kendall, Levy County.

Mr. Russell Wells, Levy County was absent.

Also attending were: Ms Shaney Livingston, PAL Interim Administrator; Stephen Crowley, Putnam County Library System Director, Jeanine Turner, Interim Levy County Library Director.

Visitors: Stella Brown, Putnam County Library System

The Agenda approved as presented

Upon proper motion and second, the minutes of the February 27, 2017 regular meeting were approved with corrections.

Dr. Dickison, Board Chair, presented Stephen Crowley, Director of the Putnam County Library System a plaque in recognition of his service to the Cooperative on the occasion of his retirement.

The financial report from the Treasurer was tabled.

Ms Livingston gave the Administrator's report.

Upon conclusion of the Administrator's Report the Board moved to Unfinished Business:

- Action to request the accountant to attend the meeting was postponed.

There being no unfinished business the Board moved to New Business:

- **VIII-A.** Upon proper motion and second the Board made the following addition to the Administrator's Job Description:
 - Prepares invoices for payment, issues checks, creates reports and performs all other associated bookkeeping duties necessary for meeting the cooperative's financial obligations in a timely manner.
- VII-A. Upon proper motion and second the Board adopted the following compensation package for the Cooperative Administrator:
 - Full time at 40 hours per week
 - Base salary of \$55,000
 - Payment of required Federal contributions
 - Benefits to include
 - PTO
 - Ten Paid holidays
 - Health care with a 70/30 Employer/employee split in contributions

- Six per-cent contribution to a qualified retirement plan.
- VII-B. By common consent the Board agreed to advertise the position in the free sites as recommended by the Administrator.
- VII-C. Upon proper motion and second the Board approved the pension contribution amount to be included in the salary as recommended for the Interim Administrator.
- VII-D. The Chair appointed Jeanine Turner as secretary to the Board.

There being no other new business the board the Governing Board concluded the rest of its business as follows:

- Heard comments from Governing Board members
- Heard comments from the Library Directors
- Asked for comments from citizens of which there were none.
- Announced that the next regular meeting of the Governing Board will be held on Monday, April 10, 2017 in the Foundation Room of the Alachua County Library District Headquarters Library on University Ave. in Gainesville.

With its business completed the Governing Board adjourned.

Respectfully Submitted

Stephen J. Crowley, Secretary