



Hubbard Public Library
Board of Trustees Meeting
5:30 P.M. Monday, November 8, 2021

AGENDA

I. Call to order

A. ___ *Boyd* ___ *Darko* ___ *Evans* ___ *Fallen* ___ *Ottenberg* ___ *Sauline* ___ *Tucciarone*
___ *Bray* ___ *Hegedus*

B. Excuse absent Trustees

___ *Boyd* ___ *Darko* ___ *Evans* ___ *Fallen* ___ *Ottenberg* ___ *Sauline* ___ *Tucciarone*

II. Agenda

A. Approval of Agenda

___ *Boyd* ___ *Darko* ___ *Evans* ___ *Fallen* ___ *Ottenberg* ___ *Sauline* ___ *Tucciarone*

B. Recognition of guests

- Ken Newell, Friends Liaison

III. Old Business

A. Reading of the Minutes

- October 11, 2021 Regular Board Meeting
- October 15, 2021 Personnel Committee Meeting
- November 2, 2021 Finance Committee Meeting

B. Committee Reports and Recommendations

- Personnel
 - Report on Job Grading and Salary Structure updates
- Finance
 - Report on new salary ranges and implementation of updated structure
- Building and Grounds
- Audit
- Records

IV. New Business

A. Correspondence

B. Fiscal Officer's Report

C. Director's Report

1. Library Activities

a. Department Updates

2. Recommend approval of the updated Job Grading and Salary Structure including movement of positions within the grades and deleting and adding grades.

___ *Boyd* ___ *Darko* ___ *Evans* ___ *Fallen* ___ *Ottenberg* ___ *Sauline* ___ *Tucciarone*

3. Recommend approval of the Salary Ranges for the grades within the updated Job Grading and Salary Structure.

___ *Boyd* ___ *Darko* ___ *Evans* ___ *Fallen* ___ *Ottenberg* ___ *Sauline* ___ *Tucciarone*

4. Recommend approval of November 30, 2021 implementation of updated Job Grading and Salary Structure.
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*
5. Motion to approve hiring Heather Phibbs as part time Youth Services Assistant with a hire date of November 16, 2021 at the starting rate of \$12.35 per hour.
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*
6. Motion to approve hiring Jacquelyn Perry as part time Technical Services Assistant with a hire date of November 16, 2021 at the starting rate of \$10.50 per hour.
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*
7. Motion to approve hiring Shereene Nosseir as part time Technical Services Assistant with a hire date of November 16, 2021 at the starting rate of \$10.50 per hour.
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*
8. Motion to approve continued participation in the CLEVNET library consortium for 2022 at the annual cost of \$32,655.22 (a \$591.41 increase over 2021 costs). This total includes professional services, automation software, resource sharing, and electronic resources. (spreadsheet enclosed)
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*
9. Motion to approve 2022 Hours of Service. (enclosed)
 Boyd *Darko* *Evans* *Fallen* *Ottenberg* *Sauline* *Tucciarone*

V. Items too late for the Agenda

**The next regular Board meeting is scheduled for 5:30 P.M. on
Monday, December 13, 2021.**