

**Meeting Minutes
Board of Trustees
Regular Meeting
September 18, 2023—3:00pm
Harmony Library – 4616 S. Shields Street**

Board Members Present:

Josh Fudge
Randyn Heisserer-Miller
Hilary Herrmann
Corey Radman
Anuja Riles
Matt Schild

Board Members Absent:

Fred Colby

Staff Present:

Tova Aragon	Sabrina Leslie
Katie Auman	Amy Lyons
Kristen Draper	Monique Ramos
Ken Draves	Molly Thompson
Mark Huber	
Cynthia Langren	
Diane Lapierre	

Guests Present

Beth Dauer, Legal

I. CALL TO ORDER AND DECLARATION OF QUORUM

President Schild called the meeting to order at 3:03 p.m. and declared a quorum present.

II. DRAFT 2024 PRPLD BUDGET REVIEW – *Amy Lyons*

Finance Manager Lyons reviewed the draft budget with the board. She noted that in the event that HH passes, the board will likely need one additional budget meeting to be scheduled towards the end of December due to timing. She explained that related to communication to staff about the draft budget, she plans to visit each library and do a presentation with time at the end for questions and answers. The board thanked Ms. Lyons for her clear presentation of the draft 2024 PRPLD budget. This item will be presented again at the October regular board meeting.

III. CONSIDER EMPLOYEE PAY ANALYSIS RECOMMENDATION – *Sabrina Leslie and Amy Lyons*

Finance Manager Lyons and Human Resources Director Leslie presented the pay recommendation information as it relates to the budget. Upon conclusion of the presentation, the reasoning for the staff recommendation, which is to do the full market adjustment (all employees move properly) was explained:

- Bring to minimum and market pay adjusts associated with the comp study are to bring employee pay into alignment with the current market and/or catch up with the market if behind (which the library is)

- Annual increases in the coming year should be in alignment with the shifts in the labor market and with projected pay increases in the market
- Market adjustments should not be made in lieu of annual pay increases unless budget constraints are legitimately at play
- Skipping or giving below market annual increases perpetuates lagging or falling behind the market and interferes with the library's ability to provide competitive pay that attracts and retains talented staff

After a brief question and answer period, the board thanked Ms. Lyons and Ms. Leslie for the work that went into this endeavor.

There was a motion by Trustee Fudge to accept the staff recommendation to do the full market adjustment – all employees move properly. There was a second by Trustee Herrmann and the motion carried unanimously, 6 – 0.

IX. ADJOURNMENT

There being no other business before the board, the meeting adjourned at 4:35 p.m.

Respectfully submitted,

Cynthia Langren
Recording Secretary

Randyn Heisserer-Miller
Secretary/Treasurer