

**Brimfield Public Library District Board Trustee Meeting Minutes**  
**Monday, November 20, 2023 6:30 p.m. at the Library**

**Call to Order** - Holly More called the meeting of the Brimfield Public Library Board of Trustees to order.

**Attendance** - Holly More took roll call with the following members present: Trip Barton, Natalie Zeman, George Stenger, Shirley Sollenberger, Pam Fabish, Angie Sneeringer, and Director Katie Hahn.

**Public Comment** - none

**Reports**

**Secretary - October Regular Meeting Minutes** - Trip Barton made a motion to approve the October meeting minutes. Pam Fabish seconded; motion carried.

**Treasurer - October Financial Report** - Trip Barton made a motion to approve the October Financial Report. George Stenger seconded; motion carried.

**November Bills** – Shirley Sollenberger made a motion to approve the November bills. Angie Sneeringer seconded; motion carried.

**Director - Monthly Report** - Director Katie Hahn presented the Director's Report and the board reviewed.

**Unfinished Business**

**New Business**

**Review of Closed Minutes** – There were no closed minutes. Trip Barton and Holly More signed the related document.

**Staffing Update** – Director Katie Hahn provided a staff update.

**Staff Compensation** – Christmas bonuses were reviewed. The pages will receive a \$50 bonus, other employees will receive a \$100 bonus, and the director will receive a \$200 bonus. Shirley Sollenberger made a motion to approve. Angie Sneeringer seconded; motion carried.

**Rescind Policies** – Trip Barton made a motion to approve the following. Natalie Zeman seconded; motion carried.

**Facility Use During COVID-19 Pandemic**  
**Pandemic Response Policy – Personnel Remote Work**  
**Retirement Plan Policy**  
**Sound Room Policy**

**Disposal of Surplus Property Policy** – Angie Sneering made a motion to approve. Shirley Sollenberger seconded; motion carried.

**Personnel Policy Manual Update** – George Stenger made a motion to approve with edits. Shirley Sollenberger seconded; motion carried.

**Adjournment** - Angie Sneering made a motion to adjourn the meeting. seconded; motion carried.

**Next Meeting Monday, December 18, 2023 at 6:30 p.m.**

Respectfully submitted,  
George Stenger

**Brimfield Public Library District Decennial Committees on Local Government Efficiency Act Minutes  
Monday, November 20, 2023 6:00 p.m. at the Library**

**Call to Order** - Holly More called the meeting of the Brimfield Public Library Board Decennial Committees on Local Government Efficiency Act to order.

**Attendance** - Holly More took roll call with the following members present: Trip Barton, Natalie Zeman, George Stenger, Shirley Sollenberger, Pam Fabish. Angie Sneeringer, Patty Norbom, Alma Wiele, Bryan Siegel, and Director Katie Hahn.

**Public Comment** - none

**New Business**

**Review Report** - The group reviewed the excellent and concise report compiled by Director Kaie Hahn.

**Schedule Next Meeting Date** - The next meeting was scheduled on January 22 at 6:00. Angie Sneering made a motion to accept the next meeting date. Shirley Sollenberger seconded; motion carried.

**Adjournment** - The meeting was adjourned at 6:30.

Respectfully submitted,  
George Stenger