

A SPECIAL MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A special meeting of the Riverdale Public Library District Board of Directors was called to order on Monday, September 20, 2010 at 7:32 P.M. by President Bill Burford at the Library.

ROLL CALL:

Trustee Avant-Holloway, Present; Trustee Dixon, Absent; Trustee Emerson, Present; Trustee Freeman, Absent; Trustee Roberts, Present; Trustee Washington, Present; President Burford, Present.

There was a quorum present to conduct business. Also in attendance were Arlene Mallek, Brett Shelton, and interview candidate #1.

Trustee Dixon arrived at 7:34 P.M.

NEW BUSINESS:

President Burford called a special meeting for the purpose of interviewing Candidate #1 and for the Formation of a Hiring Package.

Trustee Washington MOVED That the Board adjourn at 7:34 P.M. to Closed Session. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent.

The candidate left at 7:45 P.M.

Trustee Washington MOVED That the Board return to Open Session at 8:15 P.M. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent.

Trustee Washington MOVED That upon full Board interview of Candidate #1 for the Administrative Librarian position, the Board elects to accept the recommendation of the Administrative Librarian Search Committee and offer the position of Administrative Librarian (pending successful completion of background check) to interview Candidate #1. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. Interview Candidate #1 will be notified of the job offer (pending successful completion of the background check); a Background check will be initiated; the Employment agreement shall be prepared and mailed to interview Candidate #1 for signature and return (once the background check has been successfully completed).

Trustee Washington MOVED That the following policies be updated to reflect the changes made as a result of the Employment Agreement to be offered to interview Candidate #1:

To change Administrative Librarian position from 100% Family to 100% Single coverage:

2-41 Staff Classification & Benefits Summary

3-12 Hospitalization & life Insurance

3-13 Dental Insurance

3-16 Vision Insurance

To update form to be in keeping with current regulations:

2-51 Authorization for Background Check

The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The policies affected by the Employment Agreement offer will be updated to reflect the necessary changes.

ADJOURNMENT:

President Burford adjourned the meeting at 8:21 P.M.

Trustee	Closed Meeting	Open Meeting	Accept Recom.	Change Policies		
Avant-Holloway	Aye	Aye	Aye	Aye		
Dixon	Absent	Aye	Aye	Aye		
Emerson	Aye	Aye	Aye	Aye		
Freeman	Absent	Absent	Absent	Absent		
Roberts	Aye	Aye	Aye	Aye		
Washington	Aye	Aye	Aye	Aye		
Burford	Aye	Aye	Aye	Aye		

SIGNED _____ DATE _____

Maurice Roberts, Secretary