



Jackson County Public Library

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Jackson County Public Library Board of Trustees Special Meeting Minutes December 14, 2020 Ravenswood, WV 26164

1.) **Call to Order:**

Suzy McGinley called the meeting to order at 6:15pm.
Present: Suzy McGinley, Denise Toler, Grace Arthur, Savanna Whited, Katrena Ramsey, John Faria (Library Director), Angela Howard (Ravenswood Branch Manager).

2.) **Review of Minutes:**

A.) November Minutes – Board has reviewed the minutes in Dropbox. Denise Toler moved to pass the minutes. Katrena Ramsey seconded the motion. Motion passed.

3.) **Public Comment:**

Katrena Ramsey stated that public comment be moved it Item 3 and Old business moved to Item 4 so all in attendance didn't have to sit outside during executive session.

-Carla Long stated that the new books for October and November were on the JCPL webpage and they will add the books as they are cataloged. Mallory Parsons stated they would be on the Facebook webpage tomorrow.

- Jessica Ball asked if the probationary employees are going to receive the supplemental pay.

4.) Old Business:

A.) Executive Session

Denise Toler moved to go into executive session at 6:21 pm. Katrena Ramsey seconded the motion. Motion Passed. Katrena Ramsey moved to exit the executive session at 7:13pm. Suzy McGinley seconded the motion. Motion passed.

- Katrena Ramsey moved that there be a supplemental pay given in the amounts of \$500.00 for full time staff, \$400.00 for part time staff, and \$150.00 for the janitorial staff, including all probationary employees. Denise Toler seconded the motion. Motion passed.

- Grace Arthur moved to give the 2 employees that did not receive the 2019 supplemental pay, receive in addition to the 2020 supplemental pay. Katrena Ramsey seconded the motion. Motion passed

- Grace Arthur moved to add to the Personnel Policy, on page 3 under item 4. Probationary Period, *All entry level positions will be hired in at a probationary pay rate of \$9.10/ hour from the start date. After a successful completion of the probationary period the employee will receive a merit pay increase to \$10.47/hour.* Denise Toler 2nd the motion. Motion passed.

-Katrena Ramsey moved that the 2 employees at the Ripley branch that have surpassed the 3-month probationary period receive back pay, with interest, to the full merit pay amount from the date of the November Board meeting date (11/19/2020). Denise Toler seconded the motion. Motion passed.

Adjourn:

Katrena Ramsey moved to adjourn at 7:18pm. Denise Toler seconded. The meeting adjourned.

Next meeting on Thursday January 28, 2021 at 6:00pm at Ravenswood.

Suzy McGinley
Board President

Savanna Whited
Secretary