

Board of Trustees Special Meeting Minutes

Tuesday, May 23, 2023 @ 12:00 pm at the Conrad Public Library

The mission of the Conrad Public Library is to provide services, spaces, and experiences that encourage literacy, inspire curiosity, and strengthen community.

0. Roll Call / Quorum = Yes

Board: Glenda McKeone, Pat Heinen, Helen Bingaman [Lida Holst, Anna Pollard absent]

Ex-Officio: Tiffany Christensen [Jamie Miller absent]

1. Call to Order

Board Chair Glenda McKeone called the meeting to order @ 12:00 pm.

2. Public Comment

There was no public comment.

3. New Employee Hire

a. Tiffany presented the recommendation to hire two of the applicants who were interviewed for the Library Assistant I position.

- Both applicants were highly rated by all of the hiring committee members.
- One of these employees will be able to promote to Library Assistant II in the future.
- Tiffany asked to offer the positions right away with the hope to begin training on June 1, 2023.

Helen made a motion to offer the positions to the top two applicants; it was discussed that, should one of them not accept the position, the applicant who rated the third highest would also be suitable; Pat seconded; motion carried unanimously.

4. Closed Session - NONE

5. Upcoming Meeting(s)

a. The next regular board meeting is scheduled for Thursday, June 15, 2023, 7:00 pm at the library.

6. Adjourn

Glenda adjourned the meeting @ 12:05 pm.

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Respectfully submitted by:

Tiffany Christensen, Secretary to the Board