

**ENTIRE Board Meeting will be Virtual.  
Please follow instructions at [www.richtonparklibrary.org](http://www.richtonparklibrary.org) to participate**

**BOARD OF TRUSTEES Special Board Meeting  
Wednesday, October 13, 2021; 5:00pm via ZOOM**

**MINUTES**

I. Call to Order & Roll Call: 5:00pm

Roll Call:

Present: Kisha Houston, Warrette Coleman, Karen A. Buford, MarcyJo Chachakis, Gina Middleton.

Also Present: Laura Van Cleve, Library Director; Susan Eberly, Bookkeeper.

Arrived at 5:26pm: Alice Creason

II. Remarks from the Public (email [vanclevel@rppld.org](mailto:vanclevel@rppld.org) before 4:00pm October 13, 2021)  
NONE

III. Business

A. Old Business

1. Landscaping Quotes

A discussion was had. In need of further clarification, Director Van Cleve will contact the companies with additional questions and will have answers for board meeting on October 20<sup>th</sup>.

B. New Business

1. Health Insurance Benefits

A motion and 2<sup>nd</sup> was made to approve the increased health benefit cost of \$688.35.

Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Karen A. Buford, yes; MarcyJo Chachakis, yes; Gina Middleton, yes. Alice Creason, absent.

2. Wage Base Discussion

Trustee Alice Creason arrived at 5:26pm. Bookkeeper Eberly shared the documentation she used to create the proposed Wage Bases. A lively discussion was had. The board requested additional information for more clarification. Bookkeeper Eberly and Director Van Cleve will have that information ready for the next board meeting.

IV. Adjournment:

A motion and 2<sup>nd</sup> was made to end the meeting at 6:21pm.

Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Gina Middleton, yes. Karen A. Buford, yes.

Next Regular Board Meeting is scheduled for Wednesday, October 20, 2021; 7:30pm

Respectfully submitted,

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Warrette Coleman, Board Secretary

and

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Laura Van Cleve, Library Director