

Shelton Public Library Board Meeting Minutes

Shelton Public Library Board Meeting was held on Monday, January 19th, 2026 at 5:45 PM with the following members present: Patty Wiehn, Debra Remter, LeAnne Lacey, and Janelle Gegg. Also Present: Library Director Tony Crouse. Absent: Linda Van Orsdall

Call to Order and Roll Call

- A. 5:48 PM by LeAnne Lacey. Linda Van Orsdall Absent. Roll Call. Moved and Carried 4-0
- B. Notice was given that this is an open meeting and there are signs posted in the Community Room regarding open meetings rules and regulations.
- C. Notice for this meeting/Librarian Newsletter was posted at the Shelton Public Library, Larry's Market, Shelton Post Office, and Cornerstone Bank. Notice was given in The Clipper Newspaper on 01-08-2026.

Disposition of Previous Minutes

- A. Approval of the minutes from November 18th, 2025.

Librarian Report

- A. The ADA Library Improvement Project was completed on January 9th, 2026.
- B. Nebraska Public Libraries Survey will launch on or near February 1st, 2026.
- C. E-Rate FCC Form 470 Deadline is March 4th, 2026.
- D. NLC Grant Announcements will be delayed due to the state budget cuts.
- E. The new library hours of operation went into effect on January 12th, 2026.
- F. Director Crouse will begin his 6th year on January 18th, 2026.

Unfinished Business

- A. There was no unfinished business discussed

New Business

- A. Election of Officers
- B. Review/Revise/Approve Sick and Vacation time for Library Director

Action Items

- A. Motion: to Approve the November 18th meeting minutes as presented. Motion: Janelle, Second: Patty. Janelle-Yes, Debra-Yes, LeAnne-Yes, Patty-Yes. Moved and carried 4-0
- B. Motion: For Linda Van Orsdall to remain as Board Chairwoman and Patty Wiehn to remain as Board Secretary. Motioned by Patty, Second by LeAnne. Patty-Yes, LeAnne-Yes, Janelle-Yes, Debra-Yes. Moved and carried 4-0
- C. Motion: To Update Benefits to include the following:
 - a. Time will be based on 6 Hours= One Day
 - b. In regards to Sick Leave: After 80 Hours of Employment, the Librarian/Library Director will be credited with 6 Hours per each Full Calendar Month of Service. Sick Leave may be accumulated to a limit of 120 working days. For the purposes of reimbursement of Sick

Leave at the time of Separation of Employment, the maximum payable accumulation allowed for the Library Director shall be 80 Hours.

- c. In Regards to Vacation Time: After one full year of employment, the Librarian/Library Director shall be eligible for Vacation Leave with pay. Authorized Vacation Leave shall be computed on the following basis: 10 Work Days After One Full Year of Service, 15 Work Days for 5-14 Years of Service, and 20 Work Days for 15 or More Years of Service. The Librarian/Library Director shall NOT be allowed to take more than TWO consecutive weeks off unless approved by the Board.
- d. In Regards to Funeral Leave: The Librarian/Library Director may be granted excused absence with pay upon satisfactory evidence of death or burial of the Librarian/Library Director's immediate family, include the librarian's or spouse's parent, grandparent, child, grandchild, brother, sister or foster parent. The Library Director may also be granted an excused absence without pay upon satisfactory evidence of death or burial of a member of his/her secondary family, including a niece, nephew, cousin, aunt, uncle or friend. The time allowed for funerals of the immediate family shall not exceed three (3) paid days. The time allowed for funerals other than the immediate family shall be at the discretion of the board. Additional time required for funerals may be charged against the Librarian/Library Directors' earned Vacation leave. Vacation may be charged up to the amount that the Librarian/Library Director has earned. Balance of time off shall be without pay.

Motioned by Patty, Second by Debra. Patty-Yes, Debra-Yes, Janelle-Yes, LeAnne-Yes. Moved and carried 4-0

Adjournment

- A. Motion to Adjourn at 7:25PM. Motioned by Janelle, Second by Debra. Patty- Yes, LeAnne-Yes, Debra-Yes, Janelle- Yes. Moved and carried 4-0.

Submitted by Board Secretary Patty Wiehn