

**Minutes of the Minerva Public Library Board of Trustees  
Personnel Committee Meeting  
Monday, November 4, 2013  
1:00 pm in the Library Board Room**

**Call to Order--1:00 pm**

**Attendance: Trustees Virginia Birks, Loanne Kiko, Dick Rutledge; Library Director Tom Dillie**

**2014 Wage Proposal:** Discuss the wage increase and changes to employee holidays proposed by Director Dillie for the next budget year.

Director Dillie reviewed the wage proposal included with the agenda. He proposed to leave the range for each classification as it is, and provide each hourly employee with a 1.5% raise. He also proposed to eliminate the four furlough days the library imposed on all staff from 2010-2013 and which cost each staff member 1.55% of their annual pay. The staff does value the additional days off, and Director Dillie asked that the three Federal holidays used as furlough days—Martin Luther King, Jr. Day, Presidents' Day, and Columbus Day—be turned into paid holidays for regular staff. Mrs. Kiko wondered if Minerva schools were closed on those days, and they are. Mrs. Birks wondered whether patrons would miss being able to go to the library on days that they might be off from work. Director Dillie noted that the library has been closed on those holidays for the past four years, and there has been no complaint from the patrons. The Committee discussed Director Dillie's suggestion that the library also close the Friday and Saturday after Thanksgiving as it had been doing for the furlough days. Mrs. Birks and Mrs. Kiko were concerned that it was long time have the building closed, especially when many people are off work and might wish to visit the library. The Committee agreed to the three holiday closings but recommended the library stay open in 2014 the Friday and Saturday after Thanksgiving.

**2014 Employee Health Insurance:** Review the current health insurance plan and discuss the proposal for premium holidays in 2014.

The Committee reviewed the information and recommendation Director Dillie provided with the agenda. Because of the uncertainty around the ACA, it was propose that the library stick with the Ohio Plan as its health insurance provider for 2014 and continue to offer the two plans that employees have subscribed to this year. Director Dillie had estimated an 8% increase but upon checking with Fiscal Officer Smith during the meeting found that we had received that day the

new rates from the Ohio Plan, and the 2014 increase would be 9.95%. Mr. Rutledge and Mrs. Kiko both contributed information about how health insurance was provided in the private sector. Mrs. Kiko wondered whether the library's plans met the employer requirements for affordability and coverage under the ACA. We have been assured in writing by the Ohio Plan that anything sold to us will meet those standards. Mrs. Kiko also wondered whether employees could buy insurance on the exchanges rather than take the library coverage. Director Dillie was under impression that they could, although they might not qualify for any discounts; he would look into that question further. Director Dillie explained his request that the library provide a premium holiday for three months in 2014 paid for from the refund received from the OEBC. The additional cost to the library would be approximately \$2000 for each month. The Trustees agreed to this proposal for one year. Mrs. Kiko roughly calculated that with the premium holiday the overall employee cost for health insurance in 2014 would 30% of the total premium. The Committee asked that the Director and Fiscal Officer investigate other options for insurance next year for implementation in 2015.

**Adjourn 1:45 pm**