

Minutes of the Walnut Public Library Finance Committee

June 19th, 2023

The Finance committee of the Walnut Public Library held a meeting on 6/19/2023. The meeting convened at 9am pm by Brenda Helms. Board members present were Jaimie Rosenthal, Ann Terri Jamison, Emily Dietz & Brenda Helms. Others in attendance were Jaclyn Trujillo

The meeting was held to finalize the 2023-2024 budget. The committee reevaluated the hours the library is open and adjusted the hours to be open for a total of 27 hours/week. the committee discussed changing Jen's job description from programming to assistant. Jackie has reached out to past retired teachers to help assist with toddler time, and a few have agreed to assist. The committee agreed that the children's library should be staffed for sure from 3-5pm on Monday's and Wednesday's, and on Saturdays.

Jackie will start working 1 full day in her office only (Monday's) and spend one full day planning programs (Wednesday's), and Friday's will be used as a hybrid depending on what's needing done. The new hours will become effective 7/31/23.

Staff hours will be changed to:

Becky: 10-4 Monday and Wednesday 12-5 Tuesday and Friday and one Saturday from 9-12

Jen: 12-5 Monday and Wednesday and two Saturdays from 9-12

Jaclyn 10-4 Monday, Wednesday and 12-4 on Friday

The meeting adjourned at 10:29am.