

**Allen County Public Library
Board of Library Trustees
Finance and Personnel Committee
Minutes of 10/13/23 meeting**

Members Present: Ben Eisbart, Gloria Shamanoff, Jim Williams, Sharon Tucker, Marty Seifert, Paul Moss

ACPL Staff Present: Susan Baier, David Sedestrom, Kim Bolan, LaRae Bane, Curt Witcher, Beth Boatright, Aja Michael-Keller

Mr. Eisbart called the meeting to order at 3 pm.

Allen Howard and Erin Shaw from Gibson spoke about options for the 2024 employee benefit plan. They recommended to keep the plan designs, deductibles, and networks unchanged. They also recommended transitioning to True Rx as the pharmacy benefits manager, and to implement the SHARx high-cost prescription drug advocacy program. Their initial data suggests this change could achieve potential annual savings of \$350,000.

Other options discussed including implementing an employee clinic through Parkview and changing dental and vision providers.

Ms. Bane presented a salary proposal containing a 4 percent COLA for all full-time staff making more than \$52,000 annually, and a \$1/hour increase for all other staff. Per the pay structure policy approved by the Board in 2022, pay grades would be increased by 4 percent in 2024.

Ms. Bane also shared a list of suggested new positions, title changes, and job reclassifications ACPL management is suggesting for 2024. She also proposed the addition of paid parental leave, changing the vacation accrual cap for full time staff members in administrative and P1 pay grades, and amending the bereavement leave policy to remove the requirement that days be taken consecutively and to allow for staff to take leave for non-family members.

The Committee asked that Ms. Bane do additional research on options for paid parental leave. Mr. Eisbart also suggested that ACPL consider increasing its life insurance benefits for staff.

The Committee reviewed the proposed holiday closure schedule for 2024 and offered their feedback and suggested changes. Susan Baier shared with the Committee the 2023 holiday closure schedules for the City of Fort Wayne and Allen County as a comparison. The Board will vote on the 2024 holiday closure schedule at the October 26, 2023 regular meeting.

The meeting was adjourned at 5:25 p.m.


Gloria Shamanoff, Secretary