

1. Employee not reporting to work would like to know what procedure taken, why
 Narin not showing up to work, How did you follow up and docket
 Stephanie- Have to look into his time sheet
 David- Louis called you on 1/5/23, how long has he been out and you didn't let us know at board meeting.
 Louis- Stephanie I called you on 1/23/23 about complaints what time was used
 Karen- Stephanie what procedure and document do you have
 Stephanie- Ok, he was out, when he came back he filed out his sick leave. He didn't complete one until he came back. He became sick, I have to look at his time sheet.
 Narin kept telling me he was coming back
 David- 2-3 weeks
 Stephanie- I had to talk to Louis, the staff had to do his job
 Karen- does it require you to have certification to do those things, 2- weeks no maintenance what was the plan and schedule?
 Stephanie- nothing written in place working together as a team, all verbal nothing in writing, we were expecting him to come back
 Karen- Staff got together and decided to have hazard plan to fill duties of custodian, for 3 weeks employees doing work outside their duties.
 What point you put together a plan and made full body aware
 David- 6 weeks later someone came in to fill in his position
 Stephanie- I was going to ask Louis to bring in outside service
 Karen- You thought getting one more person, you never gave a plan, not sure or documentation and sick time
 Louis- He was never docket and was paid straight time
 Stephanie- Alice and I see spread sheet
 Karen- Who's in charge to execute payroll?
 David- Do you have sick time on everyone
 Louis- Did you have a record going to bookkeeper, did it go to bookkeeper?
 David- Did you sent to bookkeeper?
 Stephanie- Never mailed it to TaQuisha, only mail her time cards. I keep track of sick and personal
 Karen- You're the only one who has documentation that act for pay time
 Stephanie- Alice and I have access. I argue that we get full access to prime point time system
 David- When did you argue?
 Stephanie- 1 year ago
 Louis- Responsibility to keep track and notify booker, is that your job?
 Stephanie- she doesn't know what people have, TaQuisha doesn't know what Alice gets
 David- At what point do you think someone should be directed to FMLA?
 Stephanie- He didn't need that
 David- How do we determined?
 Stephanie- They have to exhaust their sick time
 Dan- Did everyone received anything from his doctor and how long he will be out?
 Stephanie- Pretty sure he gave me a note
 Dan- How long did you anticipate he will be out?
 Stephanie- Never told me, he kept telling me he will be back next week

Karen- When did you requested his documentation?

Stephanie- When he came back, his wife called I didn't wanted to bother him

Karen- You took word of employee documentation secure that, we this body is liable. In this case that wasn't done.

Louis- Anyone in the room

David- Yes, Rene and Alice

Louis- Did you docket his time in 2022?

Stephanie- I have a doctor's note

Louis- He was incarcerated in 2022, did you docket that time?

Stephanie- Maybe

Louis- He was paid straight time. On 1/5/23 City Hall was made aware, lack of documentation and employee was out

Karen-

- 2. Investigation done. Corrected to possible action taken against library , as a result against your activity**

Louis I need you and Dan to take lead

Dan- asked question whether she sent Rice notice to employee

Janet- ask question

Louis- As a board we support the library a law that governs employee filling concern and working in a hostile environment

David- As a director you should carry yourself in a certain matter. You should know as a director as a leader you can't do that all the time.

Stephanie- Can you tell me what I said?

David- Don't want to go into that nature

Stephanie- I didn't feel the staff has an issue with me

Dan- Accusation against an employee about his conduct if possible

Stephanie- I told an employee what I saw

Dan- Did you write him up?

Stephanie- No, I thought he was on lone. If I knew he was not on lone I would have written him up.

Stephanie- If I had to do it again I would do it different

Dan- You said it an left it alone

Stephanie- Yes, I did write an employee up that Janet ask me to do

Louis- As it relate to the topic, if he's temporary or regular you have to follow proper procedure

Stephanie- I was trying to be nice, I realize it was a bad ideal

Louis- Given an accusation is not being nice you're contradicting your self

Karen- The accusation that I been made aware of how would we know what it was if you didn't continue further. Speaking or what, how do you move to see someone is doing something, how do you address that?

Stephanie- like I said if I could do it over I would address it.

Louis- Misinformation provided to board email 2 days ago. Incorrect about time employee been here, that's lack of commit in keeping accurate time, board has to correct it.

Stephanie- I'm just trying to do the right thing for this library. I'm leaving and you're trying to fire me

David- You can't just say what you want to say, you can't accuse him at work because you smell it on his clothes

Stephanie- I pursue it

Karen- You did pursue it

Stephanie- He would denied it

David- You said if, if you come back I will fire you again

Louis- Lets cut the chase you pick a certain board member and he filled out a card

Rene- It doesn't matter

Dan- It's a question

Janet- Policy bring children to work, there is a policy prohibit employee to bring children to work

David- What age is in children room?

Stephanie- 0-18 years old

David- you mention one was in the break room, we told you they can't come

Ex. Employee bring 2 year old to work has to give employee attention

It looks like your showing favoritism

Karen- Did you address issue with employee while child was in room, was it documented?

You had a verbal documentation that it was address nothing in place.

"That's not being a leader"

Karen- ask that Lasane should be on a post

Stephanie- Who should I ask?

David- You keep asking this one person to do this duty

Stephanie- You want me to spread that around, Erma was good at doing that

David- You keep saying she's the only one that could do it. You said she's filing employee information

Karen- It doesn't matter its confidential information

Stephanie- should I spread it around with all library assistance. I need Help. The Help I get is not helpful. 2 maintenance guys.

Motion to vote on paying invoice

was made Janet and seconded by Roll call vote:

President- Janet Mateo -

Vice President- Jonathan Beckford

Trustee- David McKnight-

Secretary- Theresa Mason

Mayors Alternate- Louis Copeland-

Louis – How are we late again, give me the total

Stephanie- 5,730 I emailed you the whole package

David- 16,000 Selective

Are you trying to get payment for McMillian

Stephanie- When am I going to get my payment?

Louis- Fine

**Motion to Terminate Director and partial payment by Louis
Second by Karen Harris**

Time and employee working outside of responsibilities, litigation

Karen- Not going to second now, want to put it on record

Louis- Her conduct, finances, environment and employee not being at work, late and she sent out notice that he wasn't there

Karen- This is the former space making you aware of issue, that's why I'm not second it you have to function like a director

Stephanie- That's a lie he wasn't there he had a court date

Louis- That's your responsibility keeping time, your tracking time is not good

Motion to approve invoice pending payments; to pay Ms. McMillian, Stephanie particular payment and entire bill list

All in Favor

Roll Call,

Amendment to ask City to fund

Dan- All bills are cover, not just bills just come in

Karen- All the bills that we have has to be paid

Stephanie- All bills are accounted for; TaQuisha never comes here

Motion to Adj @ 10:27 pm