

Western District Library Board Minutes June 26, 2023

Call to Order

The meeting was called to order at 6:03 pm by Jeanine McGaughy. Those present were Kathi Parrish, Sue Routt, Rod Ward, Julie Abbott, and Director Michelle Bailey. Absent were Jan Gustafson and Beth Hoffman.

Public Comments

No public comments.

May Minutes

Meeting minutes from May 22, 2023 were reviewed. Rod moved to approve as presented, Sue seconded. Voted, approved.

Communications

Nothing specific, but Michelle said staff get many positive comments on the renovation.

Treasurer's Report

Rod shared the May treasurer's report. Kathi moved to approve report as presented, Sue seconded. Voice vote, approved 5-0, 2 absent.

Director's Report

Michelle shared the director's report for May, including the following:

- Library opened on May 15, so normal circulation has resumed!
- There were 4 adult events (3 coffee hours and 1 jewelry making event), 4 children's events during the month (3 story times, also hosted CR Hanna students once).
- Broken toilet is awaiting parts to repair.
- Sawyer adjusted time the front door stays open when using push button.

Committee Reports

- Finance committee met on June 9th, reviewed draft budget documents. Minutes will be presented in July meeting.
- Personnel committee met on May 23rd and June 12th. Jeanine said closed session is needed to discuss salary matters. Rod moved to hold session, Sue seconded.
- Long range planning committee plans to meet before next board meeting, will share report then (July 24).

Old Business

- A. Building update: remaining items are the toilet awaiting repair, privacy (or lack thereof) in study rooms, and furnishings.

New Business

- A. Board reviewed meeting schedule for FY 23-24 (Resolution 2023-01). May meeting date (5/27) is Memorial Day, so will be changed to May 20, 2024. Kathi moved to approve as amended, Rod seconded. Voted, approved.
- B. Michelle presented B&A draft ordinance as modified following finance committee meeting (Resolution 2023-02).
- C. Budget & Appropriation hearing will be held Aug 28, 2023.
- D. Rod & Sue are auditing Secretary's minutes for FY 2023.
- E. OCLC contract for next FY has been submitted.

Closed Session

Closed session held (separate minutes).

Other Business/Future Agenda Considerations

Proposed date for open house is Saturday, Sep 2 (during Orion Fall Festival), 1-5 pm. Board members will share ideas about handouts or materials we could prepare to promote library.

Rod moved to adjourn, Sue seconded. Voted, approved. Meeting adjourned.

Respectfully submitted,
Kathi Parrish, Secretary