

# NORTH VALLEY PUBLIC LIBRARY

## BOARD OF TRUSTEES MEETING AGENDA

Wednesday, February 16, 2011, 4:30 p.m.

### Call to Order

1. Introduction of Guests
2. Report from the Friends (Beverly Helrich)
3. Approval of Minutes
4. Approval of finances

### Old Business

1. Proof of insurance/funding for summer program (Patricia Meakin)
2. Health insurance benefits for BTOP position
3. Hazardous materials assessment review
4. Update on building insurance claim

### New Business

1. Restricting Internet use
2. Director's office
3. Opening on Monday in FY2011-2012
4. Fundraising (grants, major donors, events)
5. Board Excellence

### Meeting Review

**Next board meeting: Wednesday, March 16, 4:30 p.m.**

North Valley Public Library  
Board Meeting  
16 Feb 2011

Members Present

John Conlan  
David Anderson  
Julia Bell  
Rita Faulkner

Guests Present

Beverly Helrich, Chairwoman of Friends of the Library  
Renee McGrath, Director  
Leon Theroux, Volunteer  
Gayle Tom, Volunteer  
Jamison Starbuck, Volunteer

John Conlan called the meeting to order at 4:35 PM.

1. Introduction of guests made by John; Gayle Tom, Beverly Helrich, Leon Theroux. Jamison Starbuck entered after introduction.
2. Beverly serving a reminder for the upcoming Chocolate and Authors upcoming event, 25 February 2011, from 4 PM to 8 PM.
3. Approval of Minutes -  
Renee McGrath, typing error "the" to be removed from Friends report; "Bev provided a summary of "the" what takes...." ,

Under New Business, Item 1 - Renee providing correction to, "adherence" to change to adhere'

Item 2 - Renee questioned third paragraph, last line on page, "Mary is still unwilling to pursue." Rita responded, "At the time of the report/writing, that was the case.",

Item 6 - Renee , should read, "(Renee supplied reports on the proposed amendments to library law.) They are being proposed by the residents of Whitefish.....".

David made a motion to approve the minutes. Julia seconded. Motion carried, with all members approving.

\*\*\* Added note for the record \*\*\* At the end of the January minutes, the date of next board meeting should have read, 16 February 2011, instead of 15 February 2011. And, the February agenda should have also reflected the correct date as being 16 February 2011.

4. Approval of Finances - Renee reviewed the finances with the Board. She will delay separate budget titles for each grant.

Rita made the motion to approve the finances. Julia seconded. Motion carried, with all members approving.

### Old Business

1. Patricia Meakin providing an update to the potential children's summer program. It was requested by the Board, that all vendors/volunteers, which will provide services during this program, that they also provide proof of insurance/certificate of liability. She states most have said they have it, but getting a copy seems to be slow. Rita suggested that they sign-off on a legal form, stating they do have it. However, Patricia should discuss this with our attorney, Jamison Starbuck, since anyone could say they have coverage, and not be covered.

2. The topic, Health Insurance benefits for BTOP position was scratched, due to misunderstanding.

3. The report on the hazardous material findings, John will forward a copy to Ben Lloyd and Martel Construction, and Renee will place a copy in the Board box.

4. Update on building insurance claim. There is nothing more to address at this time.

### New Business

1. Renee reports, due to a pornography incident, she will make revisions on the Internet Use Policy.

2. Renee wanted everyone to know, her office is now located in the southeast corner of the library, where the old bathroom was.

3. Renee is wanting the library to be open on Mondays, for the fiscal year, 2011-2012. Rita suggested that if the library is to be opened an additional day, Renee should consider increasing her hours. She was comfortable with increasing to 30 hours, but will crunch numbers for showing the need to be open, and bring back for the April board meeting.

4. Some discussion for the Board members participation in fundraising, goals, etc. This will be placed on the March agenda for further discussion.

5. John provided a copy of, "Commitment to Board Excellence". He suggested this be added to the board by-laws as an amendment. John will type and send out to the Board, to discuss at the March meeting.

John wanted to also note he would like to invite a Darby library official to speak before the board on their efforts to fund their library. John will type and send.

With no other discussions, John adjourned the meeting at 6:15 PM.

Next Board meeting will be 16 March 2011

Rita Faulkner for Ann Marie Carbin