

NORTH VALLEY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING AGENDA

Wednesday, May 18, 2011, 5:00 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. Board Excellence
2. Building Committee report – endorsement of plans
3. Fundraising committee report (board rep needed)
4. Report on public meeting regarding new building
5. BTOP update
6. Grant updates
7. Report on Tamarack Federation meeting
8. Jette injury update
9. Board contact with Experience Works volunteer

New Business

1. Welcome new board members (document in minutes)
2. Nomination/election of board officers
3. Summer Reading Program
4. Circus tickets
5. Expanding the children's room?

Executive Session

1. Director's performance evaluation

Meeting Review

Next board meeting: Wednesday, June 15, 4:30 p.m.

North Valley Public Library
Board Meeting
18 May 2011

Members Present

John Conlan
David Anderson
Gayle Tom
Jamison Starbuck
Rita Faulkner

Guests Present

Renee McGrath
Leon Theroux
Beverly Helrich
Karen Powers

John Conlan called the board meeting to order 5:05 PM.

1. John introduced the guests.
2. Report from Beverly Helrich for Friends of the Library. Lunch and Learn will be tomorrow, 19 May, at 12 PM. The speaker is, Charlotte Kasl, inspirational speaker. Another Lunch and Learn is scheduled for 16 June 2011, the speaker being Colleen Meyer, Director of the St Mary's Mission.
3. Approval of minutes. Correction by Renee; Renee was in attendance, Gayle Tom was not. Correct spelling of Seth's name is, Pollman.
John made a motion to approve the minutes, David seconded. Motion carried, with all members approving.
4. A motion was made by Rita to approve the finances, David seconded. Motion carried, with all members approving.

OLD BUSINESS

Due to Karen Powers not needing to be involved in the rest of the meeting, she was moved to the #1 slot.

1. Karen presented the board with a need for a start-up funding account for the use of

purchasing fundraising material. This will avoid the need to ask for approval on minor purchases. She explained the dynamics of fundraising. After some discussion, The Friends will provide the funds, Discretionary Funding. Karen will work on a budget proposal.

Board representation needed for Fundraising Committee; Patricia Meakin contacted Gayle Tom, and she has accepted to serve on the committee.

2. John handed out the Board Excellence draft. Title to be, Standards of Practice. Two choices, the 2nd paragraph of the first page will read...

" The Board of Trustees of the North Valley Library, affirms the following Standards of Practice in serving in the role of Trustee:"

The 2nd choice is on the 2nd page, last paragraph, and it will read...

"The Trustees listed and signing below hereby agree to and affirm these Standards of Practice."

A revision for #11 to read, "Set a positive example of service and leadership by giving volunteer time and/or financial support on making individual financial or in kind contributions annually as tangible demonstration of each Board member's commitment to the library."

John will provide the finished document for all board members to sign.

David made a motion to approve Standards of Practice, Jamison seconded. Motion carried, with all approving.

3. John reported that Ben Lloyd, architect, would like a 'Vote of Confidence' for what his firm has done on the building plans, so far. With some discussion, the approval is given, but not to be regarded for any exterior design approval.

4. John reported that the public meeting held on April 30th went well, with a good exchange of ideas and opinions.

5. Renee updated on BTOP, that Seth Pollman has most of the equipment installed.

6. Renee provided grant updates; Forest Service is for 2 years, and she didn't have the amount. The Big Read is for \$12,000.00.

7. Renee went to the Tamarack Federation meeting by herself, as Ann Marie had to cancel. Voting measures can be proxy vote.

8. Renee reports the library has received a letter from the Navy, requesting reimbursement for Mary Jette's medical claims. Renee has faxed the letter to the

library's insurer, but has not received a response. She has called the agent, but he recommended for her to call the insurer. It was suggested that the Navy and the library insurer to work this out between themselves, rather than involving the library.

9. Renee was contacted by an Experience Works former employee, saying a board member called her at home, suggesting she file a complaint against the library for any dissatisfactions she may have.

NEW BUSINESS

1. The library board and director provided a welcome to the new board trustees, Gayle Tom and Jamison Starbuck, with this meeting being their first official meeting. Renee will secure signature cards once the minutes are complete. An updated board contact list will be forthcoming from Renee.

2. Nomination and election of officers; John as President, David as Vice President and Rita as Secretary. David made a motion to approve as read, Jamison seconded. Motion passed with all members approving.

3. Renee reported that Fish, Wildlife and Parks (FWP) and Lee Metcalf were offering the library free lifevests and fishing poles for patron use. However, concerns were raised over library liability. As a suggestion, the library could provide information to the library patrons, and how they could secure the products, but the entities would remain responsible for their own property. Renee will pass it on.

4. Renee reports, circus tickets are usually distributed through the school. But, since the school closed early this year due to construction, would it be agreeable to distribute the circus tickets through the library. All agreed to use the library as a distribution outlet for this year.

5. Renee states the children's area is running out of room, and requests that the wall between the AV room and children's area be removed. Leon and David will look into it.

John asked if there were any other discussions. None were voiced. He closed the meeting at 6:50 PM

Next board meeting will be, 15 June 2011 at 5PM

Rita Faulkner