

BOARD MEETING MINUTES
Mid-Columbia Libraries
Keewaydin Park Library

January 18, 2011

CALL TO ORDER

The January 18, 2011, Board of Trustees meeting was called to order at 5:30 p.m. by MCL Board of Trustees Chair Gloria Garcia. In attendance were Board members Tom Callahan, Sandra LePage, Jerry Hug, and Louise Matzner. Susan Paysse and Randal Fox were excused.

Also attending were staff members Kyle Cox, Michael Huff, Elaine Baker, Anna Stroben, Jon Stuckel, Kate Holloway, and Erin Meneely.

Cindy Morris, Children's Museum, addressed the MCL Board of Trustees regarding the importance of partnerships.

APPROVAL OF AGENDA

Ms. Garcia entertained a motion related to the agenda. Mr. Hug moved the Board approve the agenda. Ms. Matzner seconded the motion. Approval of the motion was unanimous.

CONSENT AGENDA ITEMS

Ms. Garcia entertained a motion related to the consent agenda as presented. Ms. LePage moved to approve the consent agenda. Mr. Callahan seconded the motion. Approval of the motion was unanimous.

- Approval of Minutes & Task List

As of January 18, 2011, the Board approved the minutes from the December 20, 2010, Board meeting.

- Financial Report

The balances as of December 31, 2010:

General Fund - \$ 2,269,677.24
Library Capital Reserve Fund - \$1,216,843.58
Stroh Fund - \$312,156.66
Revenue Stabilization Fund - \$7,840.08

- Approval of Payroll & Benefits

As of January 18, 2011, the Board Chair's signature was ratified for payroll check numbers 26046-26092 in the amount of \$283,201.83.

- Approval of Accounts Payable Checks

As of January 18, 2011, the Board Chair's and Secretary's signatures were ratified for accounts

payable check numbers 19122-19273 in the amount of \$117,288.97.

- Surplus Property

As of January 18, 2011, 4,164 worn out, obsolete, or no longer needed library materials were declared surplus.

- Attendance Commendations

As of January 18, 2011, the Board authorized the Chair to sign attendance commendations for non-use of sick leave to eligible employees.

SYSTEM REPORT

Mr. Cox reported on the success of MCL's circulation and programming in 2010 and informed the MCL Board of Trustees of the Union membership's recent vote to approve the proposed payroll changes. Mr. Cox called on members of the Executive Team to report on current projects.

Mr. Cox completed his report by reviewing performance indicators and the Strategic Planning Progress Report. The MCL Board of Trustees commended staff for their work to achieve goals of current plan.

COMMITTEE REPORTS & ACTION ITEMS

- Board Committee Assignments

Ms. Garcia announced the assignment of Board members to committees for 2011 and appointed a liaison to the Friends of the Library.

DISCUSSION ITEMS

- West Pasco Library

Mr. Cox reported firms had submitted questions regarding the Request for Qualifications for the West Pasco Library. Responses from MCL will be posted on January 19, 2011. Bids are due on January 28, 2011. Mr. Cox indicated a preferred firm will likely be presented to the MCL Board of Trustees for approval in February, with a final proposal following in March.

BOARD COMMENTS

The MCL Board of Trustees discussed the revised publications of *Huckleberry Finn* and its inclusion in MCL's collection.

RECESS

Ms. Garcia called for a five minute recess.

EXECUTIVE SESSION – (RCW 42.30.110(g)) – Personnel

The regular meeting resumed and an Executive Session was called by Ms. Garcia at 6:12 p.m. until 6:27 p.m. per RCW 42.30.110 (g), "To evaluate the qualifications of an applicant for public

employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.”

The Board reconvened the meeting at 6:27 p.m. to extend the Executive Session to 6:35 p.m.
The Board reconvened the meeting at 6:35 p.m. to extend the Executive Session to 6:45 p.m.
The Board moved out of Executive Session at 6:45 p.m.

BOARD COMMENTS

The MCL Board of Trustees announced a committee has been appointed for a search for an Executive Director. Louise Matzner, Tom Callahan, and Jerry Hug will meet with Celina Bishop, Human Resources Manager, to begin the search.

NEXT MEETING – Tuesday, February 15, 2011, at the Keewaydin Park branch at 5:30 p.m.

ADJOURNMENT – Ms. Garcia moved to adjourn the meeting at 6:48 p.m. Seeing no objections, the motion carried unanimously.

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____