

**BOARD MEETING MINUTES
Mid-Columbia Libraries
Keewaydin Park Branch**

October 18, 2011

CALL TO ORDER

The October 18, 2011 Board of Trustees meeting was called to order at 5:35 p.m. by MCL Board of Trustees Chair Gloria Garcia. In attendance were Board members Tom Callahan, Sandy LePage, and Randal Fox. Louise Matzner, Jerry Hug, and Susan Paysse were excused.

Also attending were staff members Kyle Cox, Anna Stroben, Erin Meneely, Celina Bishop, and Kate Holloway.

Steve Mallory of Arculus addressed the MCL Board of Trustees inquiring about the Kennewick Technology Lab project. Mr. Mallory was asked to address further questions to Mr. Cox and his staff.

FRIENDS REPORT

Ms. Holloway reported the Friends of Mid-Columbia Libraries were no longer able to send a representative to the monthly meetings of the MCL Board of Trustees. The Friends welcome liaison Tom Callahan to provide verbal reports in their absence.

APPROVAL OF AGENDA

Seeing no objections, the agenda was unanimously approved.

CONSENT AGENDA ITEMS

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

- Approval of Minutes & Task List

As of October 18, 2011, the Board approved the minutes from the September 20, 2011 Board meeting.

- Financial Report

The balances as of September 30, 2011:

- General Fund - \$ 2,158,366.92
- Library Capital Reserve Fund - \$1,218,971.56
- Stroh Fund - \$380,052.85
- Revenue Stabilization Fund - \$7,853.88

- Approval of Payroll & Benefits

As of October 18, 2011, the Board Chair's signature for payroll check numbers 26509-26547 in the amount of \$283,312.11.

- Approval of Accounts Payable Checks

As of October 18, 2011, the Board Chair's signature for accounts payable check numbers 20636-20782 in the amount of \$166,308.75.

- Surplus Property

As of October 18, 2011, 9,835 worn out, obsolete, or no longer needed library materials were declared surplus.

SYSTEM REPORT

Mr. Cox reported on current projects and programs, including upcoming author events and exhibits.

COMMITTEE REPORTS & ACTION ITEMS

- Food for Fines

Mr. Cox provided a staff report. Mr. Callahan moved the Board authorize staff to implement a Food for Fines drive from November 1 through December 15, 2011, and further moved the Board authorize staff to reduce customer fines by \$1 per eligible item, not to exceed \$10 in fines in total during this food drive. Ms. LePage seconded the motion. Approval of the motion was unanimous.

- Board Member Appointments – Recommendation for Tom Callahan

Ms. LePage moved the Board authorize the Chair of the Board to sign a letter to the Boards of Commissioners of Benton and Franklin Counties requesting them to reappoint Tom Callahan to a seven-year term commencing January 1, 2012. Mr. Fox seconded the motion. Approval of the motion was unanimous.

- Funding for Library Coalition for Early Learning

Mr. Cox provided a staff report. Mr. Fox moved the Board authorize the Interim Executive Director to enter into a contract with the Library Coalition for Early Learning for a period of two years at a total cost of \$2,934.26. Mr. Callahan seconded the motion. Approval of the motion was unanimous.

- 2012 Budget

Mr. Cox and Ms. Stroben presented the proposed 2012 budget. Mr. Fox moved the Board adopt Resolution No. 2011-04, adopting a 2012 budget of \$8,327,637.32, and certifying this 2012 budget to the Commissioners of Benton and Franklin Counties. Mr. Callahan seconded the motion. Approval of the motion was unanimous.

Mr. Callahan moved the Board adopt Resolution No. 2011-05, adopting a 2011 ad valorem tax levy for 2012 taxes of \$.50 per thousand dollars of assessed valuation, and certifying this tax levy to the Commissioners of Benton and Franklin Counties. Mr. Fox seconded the motion. Approval of the motion was unanimous.

Mr. Fox moved the Board adopt Resolution No. 2011-06, authorizing an increase in the regular property tax levy, in addition to any amount resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, for the 2012 levy in the amount of \$241,593, which is a percentage increase of 6.42 percent from the previous year. Mr. Callahan seconded the motion. Approval of the motion was unanimous.

Mr. Fox moved the Board Chair sign letters to the County Commissioners providing required budget information. Mr. Callahan seconded the motion. Approval of the motion was unanimous.

STAFF ANNOUNCEMENTS

Ms. Meneely announced upcoming meetings of Board committees.

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

ADJOURNMENT – Ms. Garcia moved to adjourn the meeting at 8:05 p.m. Seeing no objections, the motion carried unanimously.

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____