

BOARD MEETING MINUTES
Mid-Columbia Libraries
Keewaydin Park Library Meeting Room

April 19, 2010

CALL TO ORDER

The April 19, 2010, Board of Trustees meeting was called to order at 6:00 PM by MCL Board of Trustees Chair Gloria Garcia. In attendance were Board members Tom Callahan, Sandra LePage, Randal Fox, and Louise Matzner. Susan Paysse and Jerry Hug were excused.

Also attending were staff members Danielle Krol, Kyle Cox, Michael Huff, Anna Stroben, Elaine Baker, Elizabeth Gray, and Erin Meneely.

VISITORS

The visitor in attendance was Ruth Dupuis, newly-elected President, Friends of Mid-Columbia Libraries.

APPROVAL OF AGENDA

Ms. Garcia asked the Board for changes to the Agenda. Seeing no objections, the agenda was unanimously approved.

CONSENT AGENDA ITEMS

Ms. Garcia entertained a motion related to the Consent Agenda as presented. Ms. LePage moved to approve the Consent Agenda and Mr. Fox seconded the motion. Approval of the motion was unanimous.

- Approval of Minutes & Task List

As of April 19, 2010, the Board approved the minutes from the March 15, 2010, Board meeting.

- Financial Report

Ms. Stroben provided a written report on the financials.

The balances as of March 31, 2010:

- General Fund - \$ 1,259,454.47
- Library Capital Reserve Fund - \$914,895.22
- Stroh Fund - \$291,846.92
- Revenue Stabilization Fund - \$7,823.43

- Approval of Payroll & Benefits

As of April 19, 2010, the Board Chair's signature was ratified for payroll check numbers 25515-25575 in the amount of \$274,767.73.

- Approval of Accounts Payable Checks

As of April 19, 2010, the Board Chair's signature was ratified for accounts payable check numbers 17393-17620 in the amount of \$324,890.58.

- Surplus Property

The following worn out, obsolete, or no longer needed items (172 AV, 2,064 fiction, 718 non-fiction, 1,500 juvenile, 190 periodicals, and 1,077 other) were declared surplus. Total number of items surplused was 5,721.

EXECUTIVE SESSION – (RCW 42.30.110(g)) – Labor Negotiations

An Executive Session was called by Ms. Garcia at 6:08 PM until 6:30 PM 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 moved out of Executive Session at 6:18 PM.

DIRECTOR'S REPORT

Ms. Krol informed the MCL Board of Trustees she attended the Richland Rotary meeting on April 19, 2010, and heard a presentation by Mayor John Fox. Ms. Krol indicated she will be out of the office April 30, 2010, as she will be involved in a Rotary scholarship fundraising event. Ms. Krol reported she and MCL Board members Ms. Garcia and Mr. Fox attended the Public Library Association Conference in Portland, Oregon in March. She and Ms. Garcia encouraged MCL Board members to attend the American Library Association Conference in Washington, DC, June 24-29.

COMMITTEE REPORTS & ACTION ITEMS

- Board Policy – Board Member Reimbursement (1st Reading)

Ms. Garcia entertained a motion related to this issue. Ms. LePage moved the Board dispense with the first reading and approve the revisions to Board Policy #700-1, Board Member Reimbursement. Mr. Fox seconded the motion. Approval of the motion was unanimous.

- Board Policy – MCL Board Code of Ethics (1st Reading)

Ms. Garcia entertained a motion related to this issue. Mr. Callahan moved the Board dispense with the first reading and approve the revisions to Board Policy #700-2, MCL Board Code of Ethics. Ms. LePage seconded the motion. Approval of the motion was unanimous.

- Board Attendance – Lockheed Martin IT Day

Ms. Garcia entertained a motion related to this issue. Mr. Callahan moved the Board approve the Board's attendance at the Lockheed Martin IT Day, May 12, 2010, including full reimbursement of total expenses per the Board Reimbursement Policy. Mr. Fox seconded the motion. Approval of the motion was unanimous. Mr. Callahan, Ms. Garcia, Ms. LePage, and Ms. Matzner indicated they plan to attend this event. Ms. Meneely will provide a copy of the events for the day once they are available.

- Collective Bargaining Agreement

Ms. Garcia entertained a motion related to this issue. Ms. LePage moved the Board authorize the Board Chair and the Executive Director to sign the collective bargaining agreement. Mr. Callahan seconded the motion. Approval of the motion was unanimous. The MCL Board of Trustees thanked the Executive Team for their efforts to successfully negotiate the start of the fourth contract with AFSCME, Local 2237, January 1, 2009-December 31, 2012.

EDUCATION REPORT

- Parliamentary Procedure – Kyle Cox, Administrative Services Director

Mr. Cox provided a brief presentation on Robert's Rules of Order and highlighted various motions for effective meetings.

DISCUSSION ITEMS

- Project Goodwill

Ms. Krol reminded the MCL Board of Trustees of the upcoming Project Goodwill fashion show, hosted by the Kennewick Library on May 13, 2010 at 6:00 PM. Ms. Krol, Ms. Garcia, Mr. Callahan, and Ms. Matzner indicated they plan to attend this event. Mr. Fox will participate as a judge.

INFORMATION ITEMS

- Minutes from MCL Board Committees

Minutes from the Administration Committee were included in the MCL Board of Trustees Board meeting packet for review.

- Strategic Planning Progress Report

Mr. Cox indicated MCL is breaking records for several goals in the Strategic Plan.

- 050 Newsletter/Newspaper/Periodical Articles/Misc

Ms. Krol reminded the MCL Board of Trustees of the upcoming Staff Day event on April 22, 2010, at Clover Island Inn. Customer service will be the focus of the morning session with breakout sessions in the afternoon. Lunch will be provided and Board members are encouraged to attend.

BOARD COMMENTS

Ms. Garcia informed the MCL Board of Trustees Education Reports from the Turning the Page Advocacy Training will be included in future Board packets. Ms. Krol and Ms. Garcia attended the full two-day training during the Public Library Association Conference in Portland, Oregon.

NEXT MEETING – Wednesday, April 21, 2010, at the Keewaydin Park branch at 4:30 PM.

ADJOURNMENT – Ms. Garcia moved to adjourn the meeting at 7:20 PM. Seeing no objections, the motion carried unanimously.

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____