

**BOARD MEETING MINUTES**  
**Mid-Columbia Libraries**  
**Merrill's Corner Library**

**May 17, 2011**

**CALL TO ORDER**

The May 17, 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, Sandra LePage, Susan Paysse, Randal Fox, and Louise Matzner. Jerry Hug was excused.

Also attending were staff members Kyle Cox, Michael Huff, Jon Stuckel, Kate Holloway, Erin Meneely, Celina Bishop, and Evangeline Mahler.

**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. Ms. LePage seconded the motion. Approval of the motion was unanimous.

- Approval of Minutes & Task List

As of May 17, 2011, the Board approved the minutes from the April 19, 2011 Board meeting.

- Financial Report

The balances as of April 30, 2011:

General Fund - \$ 1,875,198.41

Library Capital Reserve Fund - \$1,217,738.82

Stroh Fund - \$323,840.24

Revenue Stabilization Fund - \$7,845.95

- Approval of Payroll & Benefits

As of May 17, 2011, the Board Chair's and Secretary's signatures for payroll check numbers 26270-26271 and 26320-26360 in the amount of \$292,543.01.

- Approval of Accounts Payable Checks

As of May 17, 2011, the Board Chair's, Vice-Chair's, and Secretary's signatures for accounts payable check numbers 19764-19880 in the amount of \$160,577.51.

- Surplus Property

As of May 17, 2011, 6,855 worn out, obsolete, or no longer needed library materials were declared surplus. The Board also declared listed supplies as surplus, and authorized the

Executive Director to sell or dispose of it in a manner deemed appropriate.

## **SYSTEM REPORT**

Mr. Cox reported on current projects and recent successes. He informed the MCL Board of Trustees the system is performing well and paid advertising has had a positive impact on the circulation of Spanish materials.

## **COMMITTEE REPORTS & ACTION ITEMS**

- Professional Service Contract

Mr. Cox provided a staff report on this topic. Ms. Garcia entertained a motion on this item. Mr. Callahan moved the Board terminate its existing representation agreement with Menke, Jackson, Beyer & Eloffson, LLC for employment law issues, and that the firm be notified, in writing, of this decision. Mr. Fox seconded the motion. Approval of the motion was unanimous. Ms. Garcia entertained a second motion on this item. Ms. Paysse moved the Board accept and sign the proposed professional services agreement with Avenue Law Office, PLLC, for collective bargaining and other labor matters. Ms. Matzner seconded the motion. Approval of the motion was unanimous.

## **DISCUSSION ITEMS**

- Non-Resident Fee

The MCL Board of Trustees reviewed a customer complaint regarding the non-resident fee. This topic, as well as reciprocal borrowing, will be discussed by the Planning & Development Committee. Mr. Cox will provide a response to the customer complaint.

- Prosser Remodel/Annexation

The MCL Board of Trustees reviewed language for a contract amendment requested by the City of Prosser. Board members were supportive of working with the city and general counsel to develop acceptable language.

## **STAFF ANNOUNCEMENTS**

Board members were reminded of upcoming events: Tri-Cities Hispanic Chamber of Commerce gala and awards, May 20, and Tri-Cities Regional Chamber of Commerce luncheon, May 25. MCL will be recognized as a sponsor at both events.

## **EXECUTIVE SESSION – (RCW 42.30.110(b)) – Real Estate**

An Executive Session was called by Ms. Garcia at 6:28 p.m. until 6:40 p.m. per RCW 42.30.110 (b), "To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price."

The Board moved out of Executive Session at 6:30 p.m.

**STAFF ANNOUNCEMENTS**

Ms. Holloway reported on the success of the recent book sale by the Friends of the Library, and Mr. Cox reported on upcoming trainings.

**NEXT MEETING** – Tuesday, June 21, 2011, at the Connell branch at 5:30 p.m.

**ADJOURNMENT** – Ms. Matzner moved to adjourn the meeting at 6:40 p.m. Mr. Fox seconded the motion. Approval of the motion was unanimous.

Erin Meneely, recording secretary for the Board of Trustees

**Attest:** \_\_\_\_\_