

BOARD MEETING MINUTES
Mid-Columbia Libraries
Keewaydin Park Branch

July 19, 2011

CALL TO ORDER

The July 19, 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, Jerry Hug, Randal Fox, and Louise Matzner. Susan Paysse was excused.

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

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 July 19, 2011, the Board approved the minutes from the June 21, 2011 Board meeting.

- Financial Report

The balances as of June 30, 2011:

General Fund - \$ 3,051,671.43

Library Capital Reserve Fund - \$1,218,096.05

Stroh Fund - \$330,024.21

Revenue Stabilization Fund - \$7,848.24

- Approval of Payroll & Benefits

As of July 19, 2011, the Board Chair's signature for payroll check numbers 26401-26440 in the amount of \$295,055.65.

- Approval of Accounts Payable Checks

As of July 19, 2011, the Board Chair's and Secretary's signatures for accounts payable check numbers 20175-20316 in the amount of \$191,729.84.

- Surplus Property

As of July 19, 2011, 2,244 worn out, obsolete, or no longer needed library materials were declared surplus. The Board also declared listed equipment 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 programs, including the American Library Association conference and MCL's summer reading program. He informed the MCL Board of Trustees the system is performing well and Spanish language materials are thriving.

COMMITTEE REPORTS & ACTION ITEMS

- Social Media Policy

Ms. Holloway provided a staff report on this topic. Ms. Garcia entertained a motion on this item. Mr. Callahan moved the Board adopt Communications Policy #830-2, Social Media. Mr. Fox seconded the motion. Approval of the motion was unanimous.

- Executive Director Search Committee

Ms. Matzner provided an update on the committee's progress and asked for feedback regarding the proposed timeline to complete the search and the interview process. The Board reached consensus on each item.

EDUCATION REPORT

Mr. Cox provided an Education Report on e-books and audiobooks. Mr. Huff and Mr. Stuckel also provided information about the collection and wireless internet access, respectively.

DISCUSSION ITEMS

- Branch Tours

Board members were invited to tour branches not visited during the summer. Tours will be scheduled at the convenience of the Board with members of the Executive Team.

INFORMATION ITEMS

- 050 Newsletter

Board members commended Ms. Holloway for the always interesting and informative newsletter.

STAFF ANNOUNCEMENTS

Board members were invited to attend the summer event staff BBQ and baseball game July 30.

NEXT MEETING – Tuesday, August 16, 2011, at the Keewaydin Park Branch at 5:30 p.m.

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

An Executive Session was called by Ms. Garcia at 7:15 p.m. until 7:30 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 7:27 p.m.

ADJOURNMENT – Mr. Hug moved to adjourn the meeting at 7:27 p.m. Mr. Fox seconded the motion. Approval of the motion was unanimous.

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____