

BOARD MEETING MINUTES
Mid-Columbia Libraries
Keewaydin Park Branch

August 16, 2011

CALL TO ORDER

The August 16, 2011 Board of Trustees meeting was called to order at 5:30 p.m. by MCL Board of Trustees Vice-Chair Tom Callahan. In attendance were Board members Sandy LePage, Susan Paysse, Randal Fox, and Louise Matzner. Jerry Hug and Gloria Garcia were excused.

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

John Trumbo, Tri-City Herald, attended as a visitor.

APPROVAL OF AGENDA

Seeing no objections, the agenda was unanimously approved.

CONSENT AGENDA ITEMS

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

- Approval of Minutes & Task List

As of August 16, 2011, the Board approved the minutes from the July 19, 2011 Board meeting.

- Financial Report

The balances as of July 31, 2011:

General Fund - \$ 2,758,983.00

Library Capital Reserve Fund - \$1,218,329.64

Stroh Fund - \$330,086.74

Revenue Stabilization Fund - \$7,849.74

- Approval of Payroll & Benefits

As of August 16, 2011, the Board Chair's signature for payroll check numbers 26441-26466 in the amount of \$279,965.86.

- Approval of Accounts Payable Checks

As of August 16, 2011, the Board Chair's and Vice-Chair's signatures for accounts payable check numbers 20317-20454 in the amount of \$196,690.71.

- Surplus Property

As of August 16, 2011, 3,226 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

- Community Relations Committee

Ms. Baker provided an overview of proposed changes to hours at Basin City, Connell, and Kahlotus branches. The proposed changes will increase open hours with minimal budget impact. Implementation will begin in September 2011.

- Executive Director Search Committee

Ms. Bishop provided an update informing the Board applications have been received. The position remains posted until August 31.

- West Pasco Committee

Mr. Cox informed the Board potential sites for the new library will be reviewed during Executive Session.

STAFF ANNOUNCEMENTS

Ms. Bishop reported the staff summer event was a success. Seventy employees and their guests attended.

Mr. Huff informed the Board the Amazon Kindle e-Reader is expected to become compatible with OverDrive later this year.

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

An Executive Session was called by Mr. Callahan at 5:55 p.m. until 6:10 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 6:10 p.m. to extend the Executive Session to 6:15 p.m. The Board moved out of Executive Session at 6:15 p.m.

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

The regular meeting resumed and an Executive Session was called by Mr. Callahan at 6:15 p.m. until 6:30 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 6:23 p.m.

BOARD COMMENTS

Ms. Paysee moved the Board, based on the recommendation of the West Pasco Committee, award the RFQ to Gisi Investment Services, Incorporated, and partners, and authorize the Executive Director or his designee to negotiate a contract to be ratified by the Board at a later date. Mr. Fox seconded the motion. Approval of the motion was unanimous.

NEXT MEETING – Tuesday, September 20, 2011, at the Kennewick Branch at 5:30 p.m.

ADJOURNMENT – Seeing no objections, the meeting was adjourned.

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____