

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

September 21, 2009

CALL TO ORDER

The September 21, 2009, Board of Trustees meeting was called to order at 6:00 PM by Chair Sandra LePage. In attendance were Board members Dorothy Evans, Randal Fox, and Gloria Garcia.

Also attending were staff members Erin Meneely, Kyle Cox, Elaine Baker, and Elizabeth Gray.

The visitors in attendance were: Diehl Rettig, MCL General Counsel, Joe Ford Technology Consultant, Steve Mallory, Architect, Arculus, and Irma Garcia and spouse.

EMPLOYEE RECOGNITION

Ms. LePage presented Ms. Irma Garcia with a plaque and gift card provided by the Friends of the Library recognizing her for 30 years of service to MCL. Ms. Irma Garcia retired earlier in 2009.

EXECUTIVE SESSION – (RCW 42.30.110) – Contract Negotiations with Cities

An Executive Session was called by Ms. LePage at 6:06 PM until 7:00 PM per RCW 42.30.110 to discuss contract negotiations with cities.

The Board moved out of Executive Session at 6:45 PM.

APPROVAL OF AGENDA

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

CONSENT AGENDA ITEMS

Ms. LePage entertained a motion related to the consent agenda as presented. Ms. Garcia moved to approve the consent agenda and Ms. Evans seconded the motion. Approval of the motion was unanimous.

- Financial Report

The balances as of August 31, 2009:

- General Fund - \$1,590,644.72
- Library Capital Reserve Fund - \$912,951.09
- Stroh Fund - \$275,769.25
- Revenue Stabilization Fund - \$7,728.86

- Approval of Payroll & Benefits

As of September 21, 2009, the Board Chair's signature was ratified for payroll check numbers 25056-25108 in the amount of \$290,674.79.

- Approval of Accounts Payable Checks

As of September 21, 2009, the Board Chair's signature was ratified for accounts payable check numbers 16020-16229 in the amount of \$245,215.37.

- Surplus Property

The following worn out, obsolete, or no longer needed items (43 AV, 512 fiction, 2,276 non-fiction, 1,043 juvenile, 1,088 periodicals, 1,342 other) were declared surplus, and the Executive Director was authorized to negotiate their sale as an entire, unsorted lot. Total number of items surplus was 6,304.

COMMITTEE REPORTS & ACTION ITEMS

- Othello Library Services Contract

Ms. LePage entertained a motion related to this issue. Mr. Fox moved the Board authorize the Executive Director to enter into the contract with Adams County Library District #1 for library services to commence January 1, 2010, Exhibit "A," and Ms. Evans seconded the motion. Approval of the motion was unanimous.

- Initiative 1033

Ms. LePage entertained a motion related to this issue. Ms. Evans moved the Board approve a statement on behalf of Mid-Columbia Libraries in opposition to Initiative 1033, and Mr. Fox seconded the motion. Approval of the motion was unanimous. Following the approval of the motion, the MCL Board of Trustees discussed the type of statement to be released and the timing. Mr. Cox will draft a statement for review by Ms. LePage.

- Board Attendance – West Richland Area Chamber of Commerce Luncheon

Ms. LePage entertained a motion related to this issue. As no members of the MCL Board of Trustees were available to attend this luncheon, no action was taken.

- Funding for the Library Coalition for Early Learning

Ms. LePage entertained a motion related to this issue. Ms. Evans moved the Board authorize the 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 \$3,353.93, and Mr. Fox seconded the motion. Following a discussion the motion was unanimously approved.

- Stroh Estate – Beverly Property

Ms. LePage entertained a motion related to this issue. Mr. Fox moved the Board authorize the Executive Director to sign a Purchase and Sale Agreement for the sale of the Beverly property for a price of \$10,000, as presented by Windermere Real Estate, and Ms. LePage seconded the motion. Approval of the motion was unanimous.

- Big Read

Ms. LePage entertained a motion related to this issue. Ms. Evans moved the Board approve all Board members' attendance at the dinner with Julie Rivett, including full reimbursement of total expenses per the Board Reimbursement Policy, and Ms. LePage seconded the motion. Approval of the motion was unanimous.

After debate and amendment, the following motion, moved by Ms. Evans and seconded by Mr. Fox was unanimously approved: "I move the Board approve selected staff's attendance at the dinner with Julie Rivett, and reimbursement of expenses per the Personnel Policies & Procedures Manual."

- Board Attendance – Tri-City Regional Chamber of Commerce – September Network Tri-Cities Membership Luncheon

Ms. LePage entertained a motion related to this issue. As no members of the MCL Board of Trustees were available to attend this luncheon, no action was taken.

- Read for the Record

Ms. LePage entertained a motion related to this issue. Ms. Garcia moved the Board proclaim October 8, 2009, as Jumpstart's Read for the Record Day and call upon all MCL cardholders to learn more at www.readfortherecord.org and to participate in this early education awareness campaign and read *The Very Hungry Caterpillar* to a child on October 8, and Mr. Fox seconded the motion. Approval of the motion was unanimous. Following the approval of the motion, the MCL Board of Trustees discussed publicizing MCL's participation in this event. Mr. Cox will draft a press release for distribution to local media outlets.

EDUCATION REPORT – Joe Ford, Technology Consultant

Mr. Ford began by expressing his concern for Ms. Krol and her mother. Mr. Ford provided the MCL Board of Trustees with a status report of providing fiber networks to Connell, Othello, Benton City and West Richland Libraries. A report will be submitted the first week of October. Mr. Ford also briefly discussed the Broadband Stimulus package. Because of the high degree of competitiveness, it is unlikely a stand-alone applicant will be successful in securing stimulus funding.

EDUCATION REPORT – Kyle Cox, Administrative Services Director

Mr. Cox displayed materials for the Big Read, and distributed copies of the *Maltese Falcon* to those present. Mr. Cox informed the MCL Board of Trustees Fairchild Cinemas in Pasco will be showing the film twice during the Big Read. The Big Read officially begins October 1, 2009, with a kick-off event at the Kennewick Library. All are welcome to attend.

EDUCATION REPORT – Elizabeth Gray, Youth Services & Outreach Director

Ms. Gray presented information on the success of the 2009 summer reading program.

INFORMATION ITEMS

- Minutes from MCL Board Committees

Minutes from the Administrative, Planning & Development, and Community Relations Committees were included in the MCL Board of Trustees Board meeting packet for review. The Finance Committee has met to review the 2010 budget and will meet again on October 9, 2009.

- Strategic Planning Progress Report

Mr. Cox informed the MCL Board of Trustees the system continues to perform well across the board. Mr. Cox plans to review objectives requiring customer surveys in the coming months.

- Minutes from the Friends of the Library

Ms. Gray informed the MCL Board of Trustees the Friends donated funds to purchase lanyards for children's library cards.

STAFF COMMENTS

Ms. Meneely explained the absences of members of the Executive Team, per Ms. Krol's request.

BOARD COMMENTS

The MCL Board of Trustees commended Ms. Gray for a successful Summer Reading Program in 2009.

The MCL Board of Trustees indicated they were pleased to find restrooms at each library unlocked and readily available for customer use.

NEXT REGULAR MEETING – Monday, October 19, 2009, at the Keewaydin Park branch at 6:00 PM.

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

Erin Meneely, recording secretary for the Board of Trustees

Attest: _____