

CAMAS PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
April 21, 2011

Chair Leesa Bequette called the meeting to order at 5:35 p.m. Board Members Mike Buzan, Brian Christopher and Ron Gompertz attended, as well as City Council Liaison Scott Higgins, Director David Zavortink, and Administrative Support Assistant Diane Skinner. Sandy Glover and Laura Felter were excused. Guests Caroline Mercury and Carrie Schulstad with DCA attended.

Mike and Leesa accepted and signed the March 2011 expenditures.

The minutes of March 3, 2011 were accepted as presented.

Additions to the agenda: None

Moved up the New Business A: Downtown Camas Association: Caroline Mercury and Carrie Schulstad spoke about the DCA event coming up on Thursday April 28, 2011 at 5:30. They explained that is an event to kick off the creation of a Camas gathering place. The DCA is now a 501c3 and independent from the city so their donors can now use most of their donations as a tax write-off. They would like to earmark 1/3 of their B&O funds to help get the community gathering place project moving forward. They are starting from scratch so any ideas from the community will be discussed and they hope that the gathering place will celebrate the legacy of Camas.

Director's Report/News & Projects Update: Noted on handouts. The Board noted that Overdrive is really hard to set up and this might keep patrons from using it. We are on schedule for NoaNet to be installed in the 4th quarter of 2011.

Scott had to leave early so he asked if the Board had any questions for him. He was asked how the budget was looking and Scott feels it is starting to slowly look up. He is optimistic that we may have hit bottom and is hoping that no more cuts will need to be made.

Public Comment: None

Committee/Advocacy/Community Reports: Brian reported that the Friends & Foundation now have a list of active volunteers. Their next book sale is May 20 and 21. They would like to form a fund raising committee of FFCL Board members and some community members and their goal is to raise \$50,000 this year. They are close to becoming a 501c3 again. There is an ongoing problem with storing the donated books. Brian is going to build them a website. Their meetings will now start at 6:00 p.m. Mike passed some information to Ron about how the Personnel Committee works. David reported that the Deals' Raku show in March did real well. The Board asked what the Second Story Gallery does with their money and David answered that they purchased the lighting and hanging system in the gallery and they may use some for additional art for the library and some signage.

Communications received: The copy of a postcard from a patron was noted.

Unfinished Business:

A. Strategic Plan: The library staff is still gathering information. The focus groups are pretty much done and there is currently a survey on Survey Monkey being taken. David is taking the survey to a ward meeting tonight. He is hoping to have a draft done before the August Board meeting and noted there are some themes emerging: books, books, books, patrons still want real books.

B. Follow up on Board Training: The Board all agreed that the presentation last month by Carolyn Petersen from the Washington State Library was very good.

New Business:

A. Downtown Camas Association: Moved up in the meeting

B. 2011 Budget: David noted that the departments were able to come up with \$650,000 of the \$800,000 cuts needed. The additional \$150,000 was supposed to come from union negotiations but that didn't quite happen. 2010 ended up with some reserves but the council would like more voluntary cuts from the departments. One of the library staff is retiring in the fall so that will be the library's contribution and the impact on the library will need to be addressed.

C. Policy Reviews: David reviewed the Trustee by-laws and noted that they were most recently revised in 2008. He also mentioned that the Policy Committee is actually called the Policy Review and Planning Committee. He felt that the section on the hiring of the library director should be revised and that Robert's Rules of Order should be added. There was also discussion on broadening the mission statement to include technology.

Mike reviewed the MNG-2 Policies and Appeal Rights policy. He noted a couple grammatical changes that may need to be changed. Leesa reviewed the MNG-3 Public Participation at Library Board of Trustees Meetings policy. She felt no revisions were needed but thought we may need a discussion on how to handle the public's handouts or how to handle large crowd participation. Laura will review MNG-4 Confidentiality of Library Records Policy next month. Brian reviewed MNG-5 Public Information and Community Awareness Policy. He felt it was pretty general and thought some of the wording might need changing. Ron will review the MNG-6 Social Media Use Policy next month. There was a discussion on whether or not this policy should be merged with the MNG-5 policy.

Agenda Review: The next meeting will be May 19. On the agenda will be policy reviews and an executive session to discuss the Director's report criteria.

Public Discussion with Board: None

The Board adjourned their meeting at 7:00 p.m.

THE LIBRARY BOARD WILL MEET AGAIN AT 5:30 P.M. THURSDAY, MAY 19 IN A PLACE TO BE ANNOUNCED.

Respectfully submitted by:



Diane Skinner
Administrative Support Assistant