

CAMAS PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
July 7, 2011

Chair Leesa Bequette called the meeting to order at 6:35 p.m. Board Members, Laura Felter, Mike Buzan, and Ron Gompertz attended, as well as Director David Zavortink, Assistant Director Sandy Glover, Administrative Support Assistant Diane Skinner and Mayor Scott Higgins filling in for City Council Liaison Linda Dietzman. Brian Christopher was excused. Visitors from Boy Scout Varsity Team 495 included: Kory Kanekoa, Benjamin Buzan, William Buzan, Andrew Wight, Bryan Houston, Christopher Judd, Ben Millet, and Andrew Millet.

Mayor Higgins thanked the Board for their parting gift to him, a “signed” Nora Roberts book.

Laura and Leesa accepted and signed the May and June 2011 expenditures.

The minutes of May 19, 2011 were accepted as presented.

Additions to the agenda: Surplus items for the City of Camas garage sale.

Director’s Report/News & Projects Update: Noted. It was noted that the volunteers for the Summer Reading desk are working out well for the most part. The shifting in the adult non-fiction area has been started. David and Sandy toured the new Fort Vancouver Regional Library in May and the Library Snapshot Day statistics are included in the report.

Public Comment: The spokesperson for the Boy Scout Team 495 thanked the Board for allowing them to visit and explained to the Board that they will earn a merit badge for attending the meeting.

Committee/Advocacy/Community Reports: The Second Story Gallery’s show for July is the annual photo contest and includes winners from the Gorge Refuge Stewards’ contest. The Friends and Foundation are having their sale in the scout hall at Crown Park as the library will be closed on Saturday this year during Camas Days. Camas Antiques sold all the books being displayed so the Friends & Foundation will receive a nice check from them. The FFCL have hired an event planner for their upcoming gala on November 5 at Camas Meadows. They have also voted to change from a non-member group to a membership organization. Advocacy: Ron forwards Ellen’s emails about upcoming programs to his fellow employees at HP and has been looking through books in their collection to donate to the library.

Communications received (ivory): None. David mentioned that the new FVRL library will have their grand opening on Sunday July 17 from 1-6 pm.

Unfinished Business:

A. Strategic Plan: David would like to postpone putting the draft of the strategic plan on the agenda until September. The Survey Monkey survey is still in progress.

New Business:

A. Strategic Plan:

- **LIB-3 Rules of Conduct:** Brian will review this next month.
- **LIB-5 Surplus Library Property Disposal Policy:** Mike reviewed this policy and felt no revisions were needed.
- **LIB-7 Unattended Children Policy:** Leesa reviewed this policy and asked about the library’s liability in case of an accident. There was discussion on lost children and David will check on the procedures in other departments. The Board agreed that age 12 was an appropriate age for the policy and David may want to add something about a

child over 12 spending the day at the library. This policy may be brought back to the policy committee.

- **INF-1 Internet/Personal Computer Use Policy:** Laura reviewed this policy and felt there were many points that needed updated so would like to see this policy go to the policy committee for further review. The City Council presented a question about why the library's internet policy has not been updated.
- **CIR-2 Policy on Reciprocal Borrowing and Non-resident Use Fees:** Ron reviewed this policy and didn't see anything that needed changed. Our non-resident fee is the same as FVRLs. David did bring up the fact that some shared services like the databases and downloadable audio are for our patrons only so there may need to be some changes in the wording of the policy. It was decided to send it to the policy committee.
- **LIB-4 Surplus Library Materials Disposal Policy:** Brian will review this policy next month.

B. Farmer's Market Review: They have a request in for a liquor license so they can sell wine in bottles with no tasting. The City has a lot of control over these matters.

C. Budget 2012 and path forward: David discussed the handouts and noted that they will hopefully know a little more about the assessed value returns and other issues in September. Some issues affecting the budget are the 1% pay increase, increase in benefits and the 1 FTE retiring at the end of September. David asked the Board for recommendations on how to solve the problem of the loss of personnel. There was much discussion on reduction of hours, less reference desk coverage, use of volunteers and dropping some of our services. David will continue to work on this.

D. Garage Sale Surplus: David discussed the list of surplus items and the Board felt it was fine to get rid of them. Ron made a motion to put them in the sale and Mike seconded the motion. The motion was approved.

Agenda Review: The next meeting will be on August 4 at 6:30. The policies will be on the agenda.

Public Discussion with Board: None

The Board adjourned their meeting at 8:10 p.m. and David followed the meeting with a slide show on his trip to Poland with the sister city delegation.

THE LIBRARY BOARD WILL MEET AGAIN AT 6:30 P.M. THURSDAY, AUGUST 4 IN LIBRARY MEETING ROOM A.

Respectfully submitted by:



Diane Skinner
Administrative Support Assistant