

CAMAS PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
November 3, 2011

Chair Leesa Bequette called the meeting to order at 6:33 p.m. Board Members Mike Buzan, Brian Christopher and Ron Gompertz attended, as well as Alternate City Council Liaison Shannon Turk, Director David Zavortink, Assistant Director Sandy Glover and Administrative Support Assistant Diane Skinner. Laura Felter and Linda Dietzman were excused.

Leesa and Mike accepted and signed the October 2011 expenditures.

The minutes of October 6, 2011 were accepted as presented.

Additions to the agenda: Under New Business: D. Electronic Resources

Director's Report/News & Projects Update: Noted the handout. David noted that the decrease in circulation ties in with the opening of the new FVRL library downtown. The cherry tree has not been planted. The switch to Comcast internet has not gone very smooth. It will probably be another week before it is all done.

Public Comment: None

Committee/Advocacy/Community Reports: Leesa reported that the Friends & Foundation group is working on the auction coming up in November. Ron noted that in November HP matches the Friends & Foundation community donations.

Communications received (ivory): None

Unfinished Business:

A. Letter to FFCL: Leesa sent a rough draft of the letter to the FFCL to the other Trustees for their feedback. Leesa and Ron felt that a good time to send the letter would be after the auction. Leesa will leave the final draft with Diane for the Board to sign and send out.

New Business A: FFCL moved up: David reported that the FFCL is losing all but 2 of its board members so he suggested not sending the letter until they meet again and figure out what their status is. David would like to see them get re-organized and set some basic operational procedures established for the group.

B. "Strategic Plan" Draft: David sent out the first draft and asked the Board if this is the direction they want to go in. The primary intended audience is the library staff and Board of Trustees and secondary is the city council and the public. He was wondering if it was necessary to keep the funding initiative left in the plan. There was discussion on the funding initiatives. The Board would like the staff to prioritize the initiatives and they also felt that some of the comments about the staff and IT need to be dialed back. The suggested changes will be made and the plan will be brought back to the next meeting for review by the Board.

C. 2012 Budget: The final budget presentation will be made on Monday at the council workshop. \$20,000 was added to the library's personnel budget to cover substitute hours for filling in Diane Morgan's desk hours so we don't have to cut hours. Statistics are being gathered to find out how many people are in the building at various hours of the day. There is also a reference and circulation survey being conducted.

New Business:

B. Board of Trustees Interviews: Laura's term is up at the end of the year and she has not made a decision on remaining on the board. Ron will be leaving at the end of this year. Recruitment for at least one new Trustee is underway and if possible the Mayor would like to be able to make an appointment in December. David asked for a volunteer from the Board to

sit in on the interviews. Mike, Ron and Brian had an interest depending on the date. A press release will be sent out and then a date for the interviews will be set. David reminded the Board to be on the lookout for replacement board members

C. Plan for Filling Substitute Positions: Two regular Page positions were just filled and there is an open advertisement for Page Substitutes and there will be one for Library Assistants going out soon. There will be some regularly scheduled hours for some of the subs to fill in for Dianne Morgan's desk hours.

D. Electronic Resources: Sandy presented an update on the downloadable audio and e-books. She discussed the state report that was sent out in an email. This included statistics from the Overdrive collection and she noted that Recorded Books isn't quite up and running yet.

David discussed the Occupy Wall Street handout and the blog handout.

Agenda Review: The next meeting will be on December 1. The strategic plan will be added to agenda.

Public Discussion with Board: None

The Board adjourned their meeting at 7:55 p.m.

THE LIBRARY BOARD WILL MEET AGAIN AT 6:30 P.M. THURSDAY, DECEMBER 1 IN LIBRARY MEETING ROOM A.

Respectfully submitted by:



Diane Skinner
Administrative Support Assistant