

Highland City Library Board Meeting

June 7, 2018

7:05pm

Approved June 21, 2018

In Attendance: Roger Dixon, Claudia Stillman, Nancy Passaretti, Kim Bergeson, Kari May (State Library) Carol Rice, Tiffany Whiting, Lisa Bullington, Erin Wells, Tim Merrill, Rod Mann, Wayne Tanaka

Public: Natalie Ball, Nathan Whiting

Absent: Cindy Jonsson, Ed Dennis

Introductions from Tim Merrill and those in attendance introduce themselves.

Call to order: Roger Dixon

Lisa Bullington motions to approve the April Minutes as written, Claudia Stillman seconds the motion all approve

Erin Wells reports an update of working on updating the website after the budget gets settled. Roger agrees.

Director recruitment: Wants board, staff and city involved. She believes there could be one to 3 month wait on the new director.

Claudia Stillman asks Kari if we can post on the state website and keep updating information as needed. Kari has current and updated qualifications for this process.

Roger asks for update on Grant situation. the LSTA Grant they plan on moving on kits by the end of Sept. Kari can help with rolling grant cycle. Kari has the contract for it to be successful.

CLEF Grant – Kim Bergeson priority will need to have it spent by end of June the remaining \$5200. Will report in Sept.

Board minutes and Audio missing since Aug 2017. Tiffany Whiting working with Cindy Quick on this matter- audio is biggest concern.

Erin Wells want to meet in Council Room and Executive conference room barring any conflicts. On June 21st – next board meeting.

Library Software training with in Sirsi. Meeting with Erin Well and Board on June 20 at 10 am Claudia Stillman attending with her.

Budget: See Hard Copy- comments made and questions asked for clarification purposes.

Erin Wells recommends with the Mayors support – the raising of the Library on resident fees to \$60 on July 1st.

Claudia recommends raising one time only. As the discussion on amount ensues. Erin is unsure of when to raise the fee and reaching NUCLC. The appropriate timing of it all.

Nancy raises concerns about the website not up and running. The content is outdated on the website. Claudia mentions we need to get things running for PR reasons.

Kari May talks about the certification bench mark. The library must have at least 8% Materials to reach our benchmark with other libraries. We don't recertify until 2019.

No motion was made on non-resident card fees.

Claudia talks about the Highland Fling Float correlating with the Friends of the Library. And Programming expert, Having Puppets etc. on the float. With a Poster with 10year anniversary. Possible Candy and walking.

Discussion about the open house with neighboring cities after the new director is hired.

Donor Plaques need to be back on the wall ASAP!

Wayne Tanaka: Wants to Raise money for books and materials but asks what capacity can we offer a large corporate donation? Large donations need to be okayed through the city before offering incentives. (names on building or anything like it)

Roger wants Wayne to raise funds for a color copier and wants a finance subcommittee to work with Wayne.

Lisa will talk to the bank about a sub account in the Foundation Acct for the Friends of the Library.

Kari explains the difference between Foundation and the Friends.

The Library Foundation deals with capital and large projects While the Friends of the Library do smaller projects like programming etc.

The Mayor would have to sign a contract for any LARGE amount of money if they wanted a name on the door etc.

Discussion takes place about volunteer help Claudia and Tiffany have a friend (Lynn Lonsdale) with an MLS degree. Lynn would want \$20-\$25 per hour to work as interim librarian for the summer.

Name replacements for the Library Board are Claude Jones and Nathan Whiting. Hoping for Appointment July 10th. A Recommendation was made by Kari May that something be posted for others to speak up and join board if interested.

Carol Rice talks about Library Space policy: See hard copy Recommendation the policy be similar to the City's policy. Discussion ensues.

Collection Policy- online Review and table item until June 21st.

Mayor Mann asks questions

Q : What is his position on NUCLC

A: Claudia says He believes it is not necessary after talking to Kristy Seely

Mayor Answer: He has No position on NUCLC

He would like the Boards position on NUCLC posted somewhere in Library or close by the Library

Q: What is his opinion on the dedicated tax?

A: Tiffany says He wants it taken away for use somewhere else.

Mayor A: He wants the Dedicated Tax rescinded and wants to increase the General fund and take the surplus and divert it somewhere else. Consistent with other Dept.in the city.

Claudia states: The state proposed the statute in supplemental tax. And knows he wants money allocated differently he wants all in the general fund. there are Pros and cons to both sides according to the Mayor.

Mayor Mann wants to campaign for doing away with Dedicated tax and Nancy wants to campaign against his actions.

Kari May states the Dedicated Tax was established in law and insures ongoing funding. Recommends keeping it as it is very valuable to the Library.

Mayor wants us to ask Tim Irwin's opinion the Dedicated Tax.

Mayor says the biggest improvement to the library was during his time on council. Roger says it was during the start up.

Roger adjourns meeting to a closed session 9:30 pm

Tiffany Motions and Lisa Seconds

Closed session with Mayor Mann and Tim Merrill, the Library Board, Interim Director Erin Wells, and Kari May

Claudia motions to end the closed session and Tiffany Seconds 10:52 pm

Lisa adjourns the Library Board Meeting 10:52 pm