Regular meeting of the Alvah N. Belding Library Board September 2019

**Library Board Members Present**: Annette Visser, David Riches, Carla Gunderson, Jan Lamborne.

**Board Members absent and approved**: Kathy Lehman

**Director**: Britney Dillon

**City council liaison**: Brad Miller

**Guest** : Betty Jenkins

**Call to order and roll call**: Meeting called to order by Carla Gunderson at 5:30 pm

**Approval of the Agenda**: Motion made by Annette Visser and supported by Carla Gunderson to approve agenda with the addition of director review. Motion carried.

**Approval of Minutes**: Motion made by Annette Visser and supported by Carla Gunderson to approve minutes as presented. Motion carried.

**Public comments on agenda items**: None

**Library Reports**: Director's, Youth Services, Circulation, Donation's and Monthly Financial Reports were given.

**Motion of paid bills**: Motion was made by David Riches and supported by Annette Visser . Discussion was held and motion carried.

**Communication and Correspondence:** Betty Jenkins Daily News articles.

**Unfinished Business**: A: third party agreement awaiting word from city manager

A: Annette Visser talked about audit report. Britney said Becky(w/city) is working on this report. Annette also discussed the third party agreement debt retirement. Also, on receiving a debt retirement report monthly. Discussion held on Kelly placing a donation location on the Library website.

B: Strategic plan: discussion held on ramp, also Britney will get quotes on outside storage facility.

C: items 4.1 thru 4.12 in the policy manual were discussed and motions made and supported on each item. All items carried as proposed.

**New Business**: A: Landscaping- discussion held on budget, plant warranty. Motion made by Carla Gunderson supported by David Riches to proceed with landscaping project in the street side area of the Library. Motion carried.

B: Seating: Britney asked that this item be tabled until the October meeting.

C: Discussion was held on shelving in the adult fiction area. Motion was made Carla Gunderson supported by Jan Lamborne to place shelving in the seating area.

D: staffing: Britney discussed staffing plans immediate and long term.

E: director evaluation forms were distributed to each board member to be completed and returned for discussion at the October meeting

**Public comments**: None

Brad Miller gave an update on some city issues. Next meeting will be October 30,2019

Motion to adjourn by Ann supported by Carla the meeting adjourned at 7:10 pm..