

COLUMBIA COUNTY RURAL LIBRARY DISTRICT

Regular Monthly Meeting of the Board of Trustees

Monday, August 21, 2023

Meeting Location: Dayton Memorial Library

- 1. Call to order:** Chair Jay Ball called the meeting to order at 7:00 P.M.
Trustees present: Treasurer Sharon Mendel, Secretary Charles Beleny, Kevin Rust and Vice-Chair, Karin Spann.
- 2. Approval of minutes from Monday, July 17 2023:** Sharon Mendel made a motion to accept the minutes as written and Kevin Rust seconded.
- 3. Approval of minutes from Aug 2, 2023:** Minutes from the special meeting regarding the dissolution of the library were reviewed. Chuck Beleny made a motion to accept the minutes as written and Sharon Mendel seconded.
- 4. Director's Report:** See attached. Ellen stated that the library is currently looking into hiring a new landscape contractor and that a couple of people have inquired about it and 1 person is going to give a quote. Ellen also noted that in the Library Newsletter under the Director's column, she mentioned Parental Controls over minor children's reading list. It was also noted that Charlie went to Lyon's Ferry for story time this last week and that next week will be his last time this year.
- 5. Financial Report:** Ellen stated that the library was reimbursed on May 23 for the trip that Todd and Jay took to present at the WLA. We are also to be reimbursed by the WLA for the IT services by Wilson Technology. Kevin asked why the \$70.46 expenses for My Dad's place were listed under Office/Operating supplies. Ellen said it was for the monthly staff meeting and that is how it was to be listed. The expense for Petco was for a fish tank downstairs with higher sides. Karin made a motion to approve expenses 5287 thru 5321 for the sum of \$32,976.73 and Sharon seconded.
- 6. Delany and lower level carpet working group:** Chuck stated he had researched the different carpet repair/cleaners in Walla Walla and College Place and had found 1 to call but asked Ellen to let him know when the Delany Room had nothing scheduled for 2 consecutive days and to give him several options and he would contact the carpet cleaner. Jay stated that not more than 1 quote would be needed because of the low cost and that Chuck could proceed with the scheduling. The new stair treads for the staircase between the upstairs library and the Children's library have been ordered by Ellen.

- 7. Delany furniture:** Pictures of new tables, chairs and sofas were attached for review. Karin stated that we did not need new tables nor chairs but that people had been asking about soft furniture. Karin stated she would want 4-5 chairs, not a couch. Chuck stated that the reason we got rid of our previous soft furniture was because when COVID happened they could not be cleaned. The members stated that the new chairs needed to be vinyl so they could be cleaned. A comment was made that we need to be aware of the weight of the chairs and that it would be nice if they had rollers. No decision about the furniture would be made until next year but that we could start looking and thinking specifically about what we wanted.
- 8. Weapons policy:** The policy was discussed and had been reviewed by the lawyer with changes in red. The policy is an internal policy only for employees, and doesn't apply to patrons. This policy was approved and will go into the Employee Handbook. Kevin made a motion to accept the policy and Sharon seconded.
- 9. Book buying:** Kevin lead the discussion. He had already discussed this with Ellen prior to the meeting. Chuck made a motion to limit book buying to books needed for book clubs, special requests, etc. after more discussion, it was decided to reduce buying new books until we see what happens in Nov. but otherwise go about business as usual.
- 10. Friend of the Library policy revisions:** The revised policy was reviewed and presented by Friends of the Library member Lorna Barth. They are correcting their name to Friends of the Dayton Memorial Library, there were no significant changes to the contract agreement and their Bylaws expanded the description of the Treasurer responsibilities and membership requirements. Kevin made a motion to approve and Chuck seconded. Jay is to sign the contract agreement.
- 11. Resolution to get a Bank of Idaho credit card and place Ellen in charge if credit affairs:** Karin moved to approve Resolution 2023-2 and Kevin seconded.
- 12. Public comment period:** There was a vigorous public comment period with many patrons in attendance.
- 13. Adjourn:** The regular session of the Library Board meeting adjourned at 8:16 PM.

Respectfully submitted,

Charles Beleny, Secretary