

COLUMBIA COUNTY RURAL LIBRARY DISTRICT

Regular Monthly Meeting of the Board of Trustees

Monday, September 18, 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 and Vice-Chair, Karin Spann. Kevin Rust was excused.
- 2. Approval of minutes from Monday, August 21, 2023:** Sharon Mendel made a motion to accept the minutes as written and Chuck Beleny seconded. Motion unanimously carried .
- 3. Director's Report:** We are changing our lawn mowing services to Sunshine Lawncare in Walla Walla. We need to decide if we want it mowed wkly for \$45.00 and any extra work for \$65.00 per person or pay \$450.00 per month. We will discuss further next meeting. Also, is there anyone locally that we can contract with to do it? Also, we received a quote for tree trimming. See later in this set of minutes. Director's report attached.
- 4. Financial Report:** The finances were reviewed with minimal questions. Karin made a motion to approve items 5322 thru 5364 for a total of \$40,104.05. Sharon seconded. Motion unanimously carried.
- 5. Volunteer Policy Review:** A copy of the previous volunteer policy was handed out for review. Chuck stated that we should address the same issues in it as we did in the recently revised Employee Policy, such as the drug policy and that we would need to do background checks before the volunteer could start working. A question came up about their hours, and Ellen stated that they would have set hours. We will review and make the needed policy changes next meeting.
- 6. Tree trimming:** Senske Services gave a quote for projected work to trim the tree in front of the Library and take the oak along the side of the Library down to grade and to haul away all the debri. Attached is a drawing of the work planned. Because of the cost, Jay is going to get a second quote.
- 7. Collection Development Policy:** The 26 page policy was handed out for our review of the first 2 chapters. We will discuss at the next meeting.

8. **2024 Budget:** Karin brought up the issue that we needed to start working on our budget in Nov. because it is due at the end of November. After discussion, it was decided we will have a Special Budget meeting on Wed, Nov. 8th at 7 PM. It will be open to the public.
9. **Public comment period:** There were approximately 68 people in attendance for the public comment period and a number also on Zoom. .

10. **Adjourn:** The regular session of the Library Board meeting adjourned at 8:20 PM.

Respectfully submitted,

Charles Beleny, Secretary