

# **JEFFERSON COUNTY LIBRARY DISTRICT BOARD OF DIRECTORS MEETING MINUTES**

January 10, 2006

**PRESENT:** Catherine Luther, Leslie Weigand, Susan Stovall, Stephen Hillis  
Marie Glenn

**STAFF:** Sally Beesley

**VISITORS:** none

Susan Stovall, called the meeting to order at 4:33 P.M.

## **Consent**

It was moved (Weigand/Luther) to accept consent portion of the agenda. Motion carried.

There were some clarifications requested on what is Prime Vest Savings, where the \$72,000 is as well as where are reserve funds. There was also a request to find out what the advertisement budget has been spent on.

Beesley reported that the Fund Balance form that Mick was going to give to the board turned out to be difficult to decipher, and didn't come with instructions. Therefore, Mick decided not to use that form which is why it was never given to the board. Mick and Candi Fronk will resolve this issue next spring when we work on the budget. The board will decide at that time how much fund balance to forward to the next year's budget.

## **Director's Report**

Included at end of minutes.

## **General Discussion**

Glenn noted that a recognized sexual offender has been in the library recently and the staff has been advised. The situation will be monitored.

Hillis asked if Danny (Carpet bidder) is aware that the shelves are bolted down and cannot be moved. That might change his bid.

Luther noted that the auditor had suggested that a library credit card policy be written up. Beesley will write one up and have it ready for the next board meeting.

Weigand pointed out that check out statistics for Dec. 2005 are lower than Dec. 2004. Possible reason could be the cold weather in Dec. 2005

### **Standing Committees**

Film committee – No new business.

Community Read – No new business.

Controversial Materials Committee – it was moved (Weigand/Hillis) that the Controversial Materials policy be accepted as presented. Motion carried.

### **Board Retreat**

It was decided that the board retreat would be rescheduled for March 13. Beesley will contact Margot Helphand and confirm that date.

### **Benefits**

Beesley made a recommendation that staff vacation accrual and holidays remain the same as they are now written in the policy manual. It was decided that there are more issues to consider and no action was taken.

It was decided that a pie chart would be created showing what percentage of the budget goes to staff compensation. Another pie chart will break down staff compensation into wages, paid vacation, paid holidays, paid sick leave, benefits, PERS, and perhaps other sub categories.

### **Landscaping, painting, and carpeting**

Beesley reported that the Ford Family Foundation turned down our request for grant money for the re-landscaping, painting & carpeting. Other foundations have not responded yet. It was also suggested that Phil Knight (Nike) might be another source of grant funding.

No other bids were turned in since the last board meeting.

### **Agenda Building**

Written credit card policy (Beesley)

Staff compensation pie charts

Board meeting for March will be on the 13<sup>th</sup> to coincide with board retreat.

Meeting was adjourned at 6:00 PM.

*Respectfully submitted,  
Sally Beesley  
Clerk of the Board*