

**District Board Meeting  
September 8, 2009  
3:00 PM**



**Minutes**

Attendance:

Board; Leslie Weigand, Stephen Hillis, Anita Goodwin. Susan Stovall and Melissa Shapiro excused

Staff: Sally Beesley, Patrick Goodman

<b>Agenda Item</b>	<b>Discussion/Notes/Directors Report</b>	<b>Responsibility/Action</b>
1. Call to order	3:02 PM	
2. Public Comment	none	
3. Approve minutes 8.11.09	The board states that they would like individual statements and discussion to not be in the minutes. Minutes should be outcome, summary, decisions, and motions.  Hillis moves to accept minutes; Goodwin seconds. Motion carries.	Goodman will write more precise minutes
4. Amend March, April, May, and July minutes	Hillis moves to amend past minutes in order to add names of participants; Goodwin seconds. Motion carries.	Beesley will update minutes in board notebook and on website
5. Additions to the agenda	It was agreed to drop director contract from the agenda and add discussion on Masonic lodge property.	All
6. board photo shoot	Board photo moved to later date when all board members are present.	
<b>UNFINISHED BUSINESS</b>		
<b>Follow Up</b>		
1. Review of Project Action Plans & update on progress:	It is stated that all board members be given copies of individual Project Action Plans before next meeting.	Beesley will print out Action Plans for Board members
2. Outreach – mail lib materials to homebound	Copies of policy were printed out for board members and distributed.  All Outreach discussions at hand have been resolved, and can now be taken off the agenda of future board meetings	
3. Website	Tabled	
4. Services to Teens	Goodman states that four new teen programs are currently working towards an October launch date.	Goodman will update board when programs are implemented
5. Warm Springs	The Warm Springs book kiosk will continue as planned.	

	Purchasing of books through JCLD for Warm Springs will not be further considered at present.	
6. Grants	Information found in Director's Report.	

<b>NEW BUSINESS</b>		
<b>Executive Limitations</b>		
1.Board Conference Report	Goodwin reported that the conference was successful in clarifying board duties and responsibilities, with transparency of board actions being highlighted.	
<b>Governance</b>		
1. Director's report	<p>General support is voiced for the current state of the Director's Report.</p> <p>Current questions on Film Committee financial set up will be investigated by Hillis.</p> <p>A debate is had on the necessity for the JCLD auditor to attend October board meeting and give an overview of what was audited for the 2008-2009 fiscal year.</p> <ul style="list-style-type: none"> <li>- It's decided that the board will weigh the needs of having the JCLD auditor come to the next board meeting after reviewing this current year's audit and accompanying report.</li> </ul>	<p>Hillis will follow up on Film Committee financial set up.</p> <p>Board members will decide after viewing audit if they want auditor to attend board meeting.</p>
2. Logo	Tabled. To be covered at work session	
3. Written board member appointment policy	<p>Wording of the board member appointment policy is changed. After "Vacancy shall be filled as follows...", the next four (4) lines will be removed. Substituted in their place will be "the director will immediately..."</p> <ul style="list-style-type: none"> <li>- Goodwin moves to accept new wording; Hillis seconds. Motion carries.</li> </ul>	Beesley will update board policy manual and make copies for board members.
4. Q&A	Informal discussion on library acquisitions and daily library duties.	
5. Plan Facilities work session	Board decides that all conversations on new facilities must wait for more staff feedbacks, including a gap analysis. Some board members were favorable to the Masonic lodge site, some were not.	Hillis and Beesley will work on Gap statement and facility planning analysis
<b>Board Library Director Linkage</b>		
1. Global Board-Library Director Linkage monitoring report	Hillis moves to accept Global board-Library Director Linkage monitoring report; Goodwin seconds. Motion carries.	
2. Accountability of the Library Director monitoring report	Hillis moves to accept Accountability of the Library Director monitoring report; Goodwin seconds. Motion carries.	
<b>Results Policies</b>		
1. Results Policies monitoring report	General agreement that Results Policies Monitoring report draft is good.	

draft	<p>Questions are raised as to why employee and supplies budgets are significantly down from the previous year's report.</p> <ul style="list-style-type: none"> <li>- Employee answer: new Children's Librarian hired for less money than previous Children's Librarian.</li> <li>- Supplies answer: new Children's Librarian did not spend full budget on supplies last fiscal year.</li> <li>-</li> </ul> <p>It is noted that there are many socio economic differences in the compared libraries used in the Results Policies reports.</p> <p>Goodman asks if self check-out numbers were included in the Results Policy totals.</p> <ul style="list-style-type: none"> <li>- Answer: Yes, self check-out numbers are believed to be included, but that book renewal numbers were not.</li> </ul>	
2. Annex Air Quality Report	<p>Results from inspection by Mountain Air Indoors give the Rodriguez Annex a clean bill of health for mold and particle levels.</p> <p>Goodman reports that the only significant action to help increase circulation and particle build-up would be to have a central air circulation unit with acceptable air purification filters installed due to the building's size and layout.</p>	Inspection results & Goodman's recommendation for air purification filter will be included in Annex facility planning.
3. Board check signers	Goodwin has been added as check signer. All documentation taken care of at bank.	

<b>Agenda building</b>		
Results Monitoring Report		
Quarterly Financial review		
Gap statements		
Project Action Plans		
Director contract & evaluation results.		
Adjournment	Metting is adjourned by Weigand at 4:42 pm.	