

February 13, 2018

Board members present: Karen Esvelt, Stephen Hillis, Susan Stovall.
Arriving at 2:35 p.m.: Bill Vollmer
Absent: Guy Chittenden
Library Director: DeRese Hall
Secretary: Suzanne Britton

1. Call to Order

The meeting was called to order at 2:02 p.m. by Board Chair Stephen Hillis.

2. Approve Agenda

It was moved by Karen Esvelt and seconded by Susan Stovall to approve the agenda with flexibility. The motion passed unanimously.

3. Public Comment

None

4. Accept Minute Summary

Stovall moved and Esvelt seconded to approve the regular Board meeting minutes of January 9, 2018. Motion passed unanimously.

5. Financial Review

It was moved by Stovall and seconded by Esvelt to accept the financial review as presented. Motion passed unanimously. Stovall asked if the library should increase the legal fees on its next budget. That topic will be discussed at the next meeting during the Annual Vision Review.

6. Executive Session

None

7. UNFINISHED BUSINESS

New Facility Update

Fred Gast will be attending the board meeting in March. He will be sharing his ideas and asking for the Board's input. His plan is to then return for the April meeting with his final report.

The March Board meeting will begin at 3:00 p.m. Gast will be first on the agenda.

The April Board meeting will begin at 3:00 p.m. Gast will present his final report and all members of the Endowment Foundation will be invited to attend.

There will not be a Budget Committee meeting in April.

The May Board meeting will be moved from the 8th to the 1st. It will begin at 3 with the Budget Committee meeting to follow at 5.

Endowment Foundation

After hearing from the Endowment chair about dwindling numbers on the Foundation Board the Library Board felt that they needed a little more information. For example: Who are their current members? How many members are required? What are their by-laws? Are they recruiting? These issues can be clarified when Foundation members attend the meeting in April.

8. NEW BUSINESS

Rental Report

Willow Canyon Properties is having a difficult time renting the house at 248 SE 7th Street. They have asked if the Board would consider adjusting the rent. The consensus was to lower the rent to \$790.

Appoint Budget Officer and Committee

The Director will continue to be the Budget Officer. At this time all but one person from the Budget Committee will be returning. The Board has been asked to send nominees for the vacant position to Hall.

Appoint Library Director Evaluation Committee

The Board discussed whether or not the evaluation form is still sufficient. Hillis and Vollmer think its fine. Hall was asked to send her list of goals from last July to the Board. Hillis and Stovall will be the Library Director Evaluation Committee. The board was asked to complete their portion of the evaluation and bring it to Susan at the March meeting. The actual evaluation will take place in April.

SDAO Conference Report

Vollmer asked to postpone his report until May. The board agrees it would be a good idea to have a third party evaluate the board. **Vollmer moved and Stovall seconded to contact SDAO in order to request their board evaluation training. Motion passed unanimously.**

Statement of Concern

A patron has filled out a "Statement of Concern About Library Materials" form requesting that a graphic novel be removed from the collection. Library policy states that the Board will appoint a Controversial Materials Committee. After reading the material, the committee will then look at American Library Association documents, the Library's policy on material selection, and then prepare a report for the Board. Several names were suggested as possible committee members. The Director will make contact to see if those mentioned would be willing to serve.

9. Governance

Board Operations

The board agreed that the library is in compliance with pages 5-7 of the policy. It was mentioned however that there should be a Public Comment notation made on page 5, for section "g" and that there should be more elaboration on section "h". Hillis volunteered to work on section "h".

10. Executive Limitations

Compensation and Benefits

The board agreed that the library is in compliance with page 16 of the policy.

11. Linkage

Delegation to the Library Director

The board agreed that the library is in compliance with page 24 of the policy.

12. Monitor

Entire Results Monitoring Report

This report was emailed to the board in January. It will be used to help the Board complete their Annual Vision Review packet which was handed out at this time. An electronic version was requested and will be sent by the Director. The board is to review, complete, and bring their packet to the next meeting.

13. Director and Youth Services Reports/Stats

Interlibrary Loans (ILLs)

The Orbis courier now charges \$3963 per year for its 2 day service (this is the least amount of service that they provide). That breaks down to \$38 each time they pick up and/or drop off ILLs. Using our current average circulation that will mean that each ILL will cost \$2.62 for shipping.

14. Library Closures

The library will be closed on February 19 for Presidents Day, March 8 for facility maintenance/staff meeting and training, and October 23 for DPL staff day at Eagle Crest.

15. Upcoming Dates

The next regular Board meeting will be on Tuesday, March 13 at 3:00 p.m.

16. Agenda/Budget Additions

Increasing the amount spent on legal fees may need to be considered for next year.

17. Adjournment

It was moved and seconded (Stovall/Esvelt) to adjourn the meeting at 4:08 p.m. The motion passed unanimously.

Respectfully submitted, Suzanne Britton