



LIBRARY BOARD OF TRUSTEES MEETING MINUTES - FINAL
Thursday, May 5, 2016, 6:30 PM
625 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

Present: Chair Julie Anne Hill, Secretary Laura Felter, Jennifer Colbert and Vice Chair Shawn High

Excused: Carolee Dewars

Also present were Interim Director Linda Swenton, City Administrator Pete Capell, Youth Services Librarian Ellen Miles, and Library Support Assistant Diane Skinner. Council Liaison Bonnie Carter was excused.

III. EXPENDITURES APPROVAL

A. The approval of the expenditures for April, 2016

 [Exp vs Budget Summary April 2016.pdf](#)

The expenditures were approved.

IV. APPROVAL OF MINUTES

A. The approval of the minutes for April 12, 2016.

 [Library Board Minutes 041216 DRAFT.pdf](#)

The minutes were approved.

V. COMMITTEE & LIBRARY AFFILIATE REPORTS

A. Advocacy

Nothing reported.

B. Policy

The policy committee did not meet.

C. SSGS

The May show in the gallery is photography by Camas High School student Israel Scott Williams. He is doing this for his Senior project.

D. FFCL

Laura and Linda attended and reported that there is a prospective new member. An issue with the FFCL's gmail account has come up that will need to involve the city's attorney. To resolve any further issues of this kind they have changed their recovery email account to the library's email account. There is a book sale this Thursday, Friday and Saturday.

VI. COMMUNICATIONS RECEIVED

There were no communications received.

VII. PUBLIC COMMENT ON AGENDA ITEMS

No public was in attendance.

VIII. NON-AGENDA ITEMS

A. Trustees

The Mayor is holding off on the Trustee vacancy to see if Carolee wants to return to the Board.

B. Staff

Ellen Miles introduced herself and explained that she will be taking on some extra duties during the search for a new Director.

IX. INTERIM LIBRARY DIRECTOR'S REPORT

A. The report will be discussed.

 [Interim Director's Report 050516.pdf](#)

X. AGENDA ITEMS

A. LIBRARY DIRECTOR SEARCH

DETAILS: The recruitment process is underway for a new library director to replace David Zavortink.

RECOMMENDED ACTION: Discuss the status of the search, and what is happening during the interim because of the resignation of the Assistant Library Director/Interim Library Director.

Pete reported that there were 8 applications so far for the Director position and they are from all over the country. He suspects there will be more turned in by the deadline on Monday, May 9. He would like to schedule a meeting with the interview team to discuss and finalize the questions to be asked. Pete explained that in the interim some extra duties will be assigned to Ellen Miles, John Goaring and Diane Skinner and they will receive out of class pay for those duties. Diane will take care of the invoices, purchasing cards, payroll, building maintenance, and meeting rooms. John will take care of the scheduling, approving leave requests and supervising the Pages. Ellen will take on the day to day management issues. She will be the point person for problems, the conduit for the city management team, manage the web page and supervise the Associates. There will be some things that will be delayed until a new Director is hired but hopefully everything will keep moving smoothly. Pete will be spending more time at the library to make sure things are going fine.

XI. PUBLIC COMMENT ON NON-AGENDA ITEMS

XII. NEXT MEETING

A. Date: Tentative - June 9, 2016

We will invite the person from the Washington State Library to come at a later date, maybe in the Fall.

B. Topics:

XIII. ADJOURNMENT

NOTE: The Camas Public Library welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.4692

BOARD OF TRUSTEES 2015 GOALS

***Board Retreat for Strategic Planning**

***Review and Revise Trustee Task List**

***Educate Trustees on Library Staff and Operations**