



LIBRARY BOARD OF TRUSTEES MEETING MINUTES - FINAL
Thursday, December 3, 2015, 6:30 PM
625 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

Present: Secretary Michael Buzan, Vice Chair Julie Anne Hill, Laura Felter and Jennifer Colbert

Excused: Chair Carolee Dewars

Also present were Interim Director Linda Swenton, City Administrator Pete Capell, Council Liaison Bonnie Carter, Library Support Assistant Diane Skinner and guest Amelia Shelley, Executive Director of the Fort Vancouver Regional Library District.

III. EXPENDITURES APPROVAL

A. The approval of the expenditures for October 2015

The expenditures were approved.

IV. APPROVAL OF MINUTES

A. The approval of the minutes of November 5, 2015

The minutes were approved.

V. COMMITTEE & LIBRARY AFFILIATE REPORTS

A. Advocacy

Julie reported that her neighborhood just opened the first registered Little Free Library in Camas.

B. Policy

The policy committee did not meet.

C. SSGS

The SSGS group met and finished voting for the artists to display in 2016. The First Friday reception is Dec. 4 and the artist's display will be up for December and January.

D. FFCL

The FFCL had an election of officers and they are: Chair: Blythe Ayne; Vice Chair: Francher Donaldson; Treasurer: Marcia Kraft; Secretary: Lynette Fazio. They will hold a book sale at the library from Dec. 4 through Dec. 6.

VI. COMMUNICATIONS RECEIVED

There were no communications received.

VII. PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment at this time.

VIII. NON-AGENDA ITEMS

A. Trustees

This is Mike Buzan's last meeting. He has been a Trustee for 2+ terms and was thanked for his dedication and hard work for the Board.

B. Staff

Linda noted that we will not close early on Dec. 31st as reported last month. We will close at the regular time of 6:00 pm.

IX. INTERIM LIBRARY DIRECTOR'S REPORT

A. December statistics

Linda noted some changes in the statistics portion of her report.

X. ACTION ITEMS

A. 2015-2016 BUDGET UPDATE

DETAILS: Discuss the budget changes and outlook.

Pete reported that there are some changes made in the budget due to lack of expected revenue. There is a shortfall in some areas but he is hopeful that will be restored when the revenue starts coming in. Linda will be Interim Director for an extended period of time until a decision has been made on the FVRL issue. Linda is working hard on shifting some of the spending for the collection and removing some of the items that are not used often.

B. FORT VANCOUVER REGIONAL LIBRARY DISTRICT

DETAILS: Review the January 4, 2016 City Council workshop at which there was a discussion about whether the Camas Public Library should remain independent, contract with, or join the Fort Vancouver Regional Library District.

Pete recapped some of last month's report and added that the details of the issue will go to Council Workshop on Jan. 4 for further discussion. Pete encouraged the Board to attend the workshop and asked them to send him their input. Amelia Shelley, FVRL Executive Director, also spoke on the issue and answered some of the Trustee's questions.

C. BOARD OF TRUSTEES VACANCY

DETAILS: Update on the progress to fill the position that Mike Buzan is vacating at the end of December.

The deadline to submit an application for the Board vacancy is Monday, Dec. 7. Pete noted that the bios can be reviewed and that they will schedule interviews for the week of Dec. 14 and hopefully appoint a new Trustee at the Dec. 21st meeting. Jen volunteered to help with this process.

D. PUBLIC COMPUTER AND INTERNET ACCEPTABLE USE POLICY

DETAILS: The Policy Committee took a look at a very preliminary draft of the revision and condensation of this policy. A cleaned up version 3 of this rough draft is offered for discussion on if it meets the purpose, adequately covers the topic, and is short enough. Version 2 (which was distributed at the October 2nd Trustees meeting) was edited to include the change to daily time limits that were discussed at the November 5th Trustees meeting. RECOMMENDED ACTION: Approve the policy as written or send back to the Policy Committee for revising.

Since the policy committee was unable to meet, Linda presented a clean, draft rewrite of the internet policy to the Board. Mike made a motion to approve the policy as written and Julie seconded it. The motion was approved. Linda will work with the City of Camas IT Department to hopefully implement the changes in January.

XI. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

XII. NEXT MEETING

Date: February 4, 2016

B. Topics:

Trustee vacancy, update on FVRL District, election of officers

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**