



CAMAS LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, May 8, 2014

6:30 p.m.

Camas Public Library, 625 NE 4th Ave.

CALL TO ORDER: Chair Brian Christopher called the meeting to order at 6:30 p.m.

ROLL CALL

Board Present: Mike Buzan, Brian Christopher, Carolee Dewars, Julie Hill, Matthew Warner

Staff Present: David Zavortink, Director; Linda Swenton, Assistant Director; Diane Skinner, Adm. Support Assistant

Excused: Council Liaison Linda Dietzman

EXPENDITURES APPROVAL

The expenditures for March 2014 and April 2014 were approved.

APPROVAL OF MINUTES

The minutes of April 3, 2014 were approved as read.

ADDITIONS TO AGENDA

None

BOARD TRAINING (Moved Ellen Miles up on the agenda)

Ellen Miles, Youth Services Librarian, introduced herself, told the Board a little about her job and then explained the Summer Reading Program. She showed them the prizes, the events and told a little about the programs.

DIRECTOR'S REPORT/NEWS & PROJECTS UPDATE

David discussed the handouts. He mentioned that he is missing some statistics from a couple FVRL branches so will need to revise some of the numbers. He also noted that the library will be joining the Early Learning Public Library Partnership (ELPLP). It is on the consent agenda of the next council meeting for approval and signature.

PUBLIC COMMENT

None

COMMITTEE/ADVOCACY/COMMUNITY REPORTS

The policy committee met last week. The Friends & Foundation didn't meet last month. They are trying to find new board members. The Second Story Gallery Society will meet next Monday. The First Friday reception in May had 68 attend for artist Hilarie Couture. Carolee is on the economic restructuring committee for the Downtown Camas Association and the library provided her with a draft of a list of resources available for small businesses in Camas. David and Julie attended 'A Taste of Camas' on Sunday, taking the prize wheel with them. There is a Shakespeare Star Wars program coming to the library on May 19 featuring author Ian Doescher.

COMMUNICATIONS RECEIVED

None

BOARD TRAINING(Continued)

1. I know the library's mission statement and am familiar with the strategic plan.
 2. I willingly abide by majority board decisions and support them publicly.
 3. I have read issues of state or national library organization journals over the past 6 months.
- David noted the handout in the packet – Knowing What Readers Need and None of Your Beeswax. Julie has signed up for the WLA emails.

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Meeting Room Policy – 1st Reading:** There were a couple changes needed and David will let the staff read it and give their input. The policy will then be brought back for a second reading.
- B. Fee Schedule:** Fees for the study rooms will be added as soon as decisions are made on how much to charge. There was also mention of charging a processing fee for lost items. The policy committee will review everything and bring back to the board.
- C. Policy Review:** David reviewed the following policies:
- GOV-1: City Organization Chart 2013
 - GOV-2: Library Organization Chart 2013
 - GOV-3: Library Board Bylaws (March 2008): Last reviewed in 2008 and there are some revisions needed.
 - GOV-4: City-Library Board of Trustees Agreement (1992)
- The Board will start reviewing their assigned policies next month. The revised assignment list will be sent out.
- D. Goals:** After discussion, the Board chose the following goals for 2014:
1. Review the library policies
 2. Have a Board retreat for strategic planning
 3. Review and revise Trustee Task List

AGENDA REVIEW

The next meeting will be on Thursday, June 5. The Trustees were asked to bring their calendar so they could schedule the retreat.

The library is closed on Thursday, May 22 for staff training and the Board was invited to come in for coffee in the morning or lunch with staff. According to a new state law, public meeting agendas have to be posted so we are now posting agendas on the website.

PUBLIC DISCUSSION WITH BOARD

None

ADJOURNMENT

Meeting adjourned at 8:32 p.m.