

## **Pine River Public Library District Board of Trustees**

Minutes: November 2018

6:15 PM Board Meeting

**Call to order: 6:17p.m.**

**Roll Call:** Ashleigh Tarkington, Susan Miller, Steve Miller, Laura Hokinson, Shelley Walchak, Tim Lovejoy, Barb Knehans, Eldin Knehans, Darcy Poletti-Harp, Cathy Enns, Brooke Smith, Becky Van Den Berg, Kate Brunner, Vaughn Morris, Don Mooney

**Additions or deletions to agenda:** One addition to the Agenda - move made to add the Sunshine Law to the agenda - seconded

### **Approval of minutes and/or reports**

- a. Minutes of October Meeting. Motion made by Don to approve the minutes, seconded by Abbie. Minutes approved.
- b. Monthly Treasurer's Report  
\*\*Steve brought up adding a sign that explains a liability disclaimer at the park because lots of kid are using it and it could be a dangerous thing. Ashleigh is going to speak to the town about it.

Motion made by Vaughn to approve the treasurer's report, seconded by Mike, passed.

### **Communications from audience**

- a. Friends of the Library – Susan Miller -Updated bylaws, added an anti-discrimination clause, raised dues to \$10 for individual and \$20 for a family; change in political activities in terms of speaking for yourself and not the FOL. Shed is nearing completion. Lots of events - book sales, murder/mystery event - have brought a good amount of revenue. Upcoming sale on December 1st, will mark the time when they move all remaining books into the new shed. Fundraising committee has met and is brainstorming new ideas to bring in new funds.

### **Information Items**

- a. Director's Activities – Shelley - Directors Activities Report - Narcan coming into the library, staff will be trained in delivery system. Programming attendance has continued to grow, Veteran's program was a success. Kate updated Board about attended conferences - Future Ready, ARSL, YALSA.
- b. Meet Darcy Poletti Harp, PR and Programming Librarian - Meet the staff with Darcy - been here 3 years, explained job duties, worked on other
- c. Policy – Overdue, Damaged and Lost Materials Policy - Overdue/Damaged/Lost Policy - Most small library districts like us do not have fines - goal is to get materials back but encourage the patron to still use the library. We block the account if something is overdue and after a period of time these items go into a collection process and they have to pay \$10 even if they

return the items. Ashleigh asked how threatening the letters and calls are from the agency and Brooke explained the process and the nature of the letters.

**Discussion Items:**

- a. Sunshine Law - any business that we do as a public entity has to be available to the public except for 7 different things. Decisions can't be made in executive session and emails are also included.
- b. Budget Overview -. Budget was written using past numbers and some educated guesses. Cutting the budget mostly through different health care options. Don and Steve asked for clarification about the library's fees towards staff healthcare. It works out that the staff that needs healthcare will get about \$400 per month.
- c. Election overview/ Next Steps - Budget cuts, staff cuts, close the door 11 hours per week more. Realistically we need to make cuts that don't turn any yes votes into no votes in the future. Don't want to go out in 2020, which leaves us going back in 2019 or 2021. Hire a campaign manager? Wondering if we should close on Sundays, cut hours from each day. Statement being written for public about cuts to the library. Shelley, Darcy, Don and Ashleigh are working on a preliminary press release. Going out on Wednesday noon next week. Becky will do a write up for the teen impact and Susan will help with the FOL input.

**Action Items:**

None

Adjournment: 8:25