



MINUTES

Richland Public Library Board
Library Board Room – 955 Northgate Drive
February 10, 2015, 5:30-6:30 p.m.

CALL TO ORDER:

Chair Lunstad called the meeting to order at 5:30 p.m.

ATTENDANCE:

Chair Lunstad, Vice Chair Somasundaram, and Board Members Aebersold and Mitchell were present. Board Member O'Neal was excused. Council Liaison Kent was present. Library Manager Roseberry was present.

BOARD MEMBER MITCHELL MOVED AND VICE CHAIR SOMASUNDARAM SECONDED THE MOTION TO APPROVE THE CALL TO ORDER AND ATTENDANCE. THE MOTION CARRIED 4-0.

INTRODUCTION OF GUESTS

There were no guests.

APPROVAL OF AGENDA:

VICE CHAIR SOMASUNDARAM MOVED AND BOARD MEMBER AEBERSOLD SECONDED THE MOTION TO APPROVE THE AGENDA AS SUBMITTED. THE MOTION CARRIED 4-0.

APPROVAL OF MINUTES:

BOARD MEMBER MITCHELL MOVED AND BOARD MEMBER AEBERSOLD SECONDED THE MOTION TO APPROVE THE MINUTES OF JANUARY 2015 AS SUBMITTED. THE MOTION CARRIED 4-0.

MANAGER'S REPORT:

Attached

PUBLIC COMMENTS

No public comments

APPROVAL OF BILLS:

VICE CHAIR SOMASUNDARAM MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR DECEMBER 2014 IN THE AMOUNT OF \$136,802.19. THE MOTION CARRIED 4-0.

The Library manager provided documentation for the salaries for December 2014. That documentation, provided by the Payroll Department, matched the number on the Certification for Claims for Payment. The Voucher listing total matched the Certification as well.

The manager provided a Voucher Listing for January 2015 which indicated payments made from both the Library Fund, closed in 2014 and the General Fund. There was no Revenue Report available. The Board declined to approve January expenses.

The Board held extensive discussion on the status of the financial reports. The Board requested the Library Manager to investigate and report back. Board Member Mitchell expressed his desire to participate in the discussion of a solution and shared his plan to communicate with city administration. The Library Manager will arrange a meeting.

UNFINISHED BUSINESS:

1. Community Survey

The Manager will send the link to the current draft to the Board and staff. This will be the last round for suggestions but those are requested.

Library staff have been working with Communication Staff to plan to postcard. The date has not been set, but is likely to be early March.

NEW BUSINESS:

No new business

AGENDA ITEMS FOR UPCOMING BOARD MEETING

1. Makerspace update
2. Presentation by staff member

ADJOURNMENT:

Chair Lunstad adjourned the meeting at 6:30 p.m.

Next Regular Meeting of the Richland Library Board is Tuesday, March 10, at 5:30 p.m.

Submitted by: Ann Roseberry, Library Manager

Reviewed by: Library Manager Ann Roseberry

Minutes Approved on: 