



MINUTES

Richland Public Library Board
Library Board Room – 955 Northgate Drive
November 18, 2014 5:30 – 6:30 PM

CALL TO ORDER:

Chair Lunstad called the meeting to order at 5:35 p.m.

ATTENDANCE:

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

BOARD MEMBER AEBERSOLD MOVED AND BOARD MEMBER O'NEAL SECONDED THE MOTION TO APPROVE THE CALL TO ORDER AND ATTENDANCE. THE MOTION CARRIED 4-0.

INTRODUCTION OF GUESTS

Annanaomi Sams, President of the Richland Public Library Foundation and three Richland High School students were present.

APPROVAL OF AGENDA:

BOARD MEMBER MITCHELL MOVED AND BOARD MEMBER O'NEAL SECONDED THE MOTION TO APPROVE THE AGENDA AS AMENDED. THE MOTION CARRIED 4-0.

APPROVAL OF MINUTES:

BOARD MEMBER AEBERSOLD MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE MINUTES OF OCTOBER 2014 AS AMENDED. THE MOTION CARRIED 4-0.

MANAGER'S REPORT:

Attached

PUBLIC COMMENTS

None

APPROVAL OF BILLS:

BOARD MEMBER O'NEAL MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE CLAIMS FOR PAYMENT FOR OCTOBER 2014 IN THE AMOUNT OF \$95,740.43. THE MOTION CARRIED 4-0.

UNFINISHED BUSINESS:

1. Community Survey

The manager reported that the community survey would be staged in February of 2015. The survey invitation would be distributed via a postcard with a link to a web survey. The Board asked to see the questions before they are distributed.

2. Budget Reports

The manager reported on the changes in coding and allocation that have come from the Library's integration into the General Fund. Line items that have previously not been part of the monthly reports were explained as were some that were unfamiliar to newer Board members.

3. Holiday Social

Board Member O'Neal asked for an update on the Three Boards Holiday Social. Chair Lunstad and Foundation President Sams reported that December 9 had been set as the date. The Board agreed to meet earlier than normal to conduct regular business before adjourning for the social.

NEW BUSINESS:

1. Board vacancy

The vacancy advertisement garnered one applicant, incumbent Sriram Somasundaram. The manager consulted with the Director for Parks and Facilities and with the City Clerk's office to determine process. Because Mr. Somasundaram was the only candidate and is an incumbent; the Library Board chair can send an email to that effect.

2. City Council Expectations

The Library Board received a mailing from the Mayor outlining standard protocols and expectations for Board and Commission members. Topics were discussed and it was agreed the guidelines were well considered.

3. 2015 Holiday closures

BOARD MEMBER AEBERSOLD MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE HOLIDAY CLOSURES FOR 2015. THE MOTION CARRIED 4-0.

OTHER

Board Member O'Neal said that she would miss the December 9 meeting.

ADJOURNMENT:

Chair Lunstad adjourned the meeting at 6:39 p.m.

Next Regular Meeting of the Richland Library Board is Tuesday, December 9, 2014 at 4:30 p.m.

Submitted by: Ann Roseberry, Library Manager

Reviewed by: Library Manager Ann Roseberry

Minutes Approved on: _____