

- A. Minutes of Facilities Committee Meeting of June 21, 2017
- B. Minutes of Regular Meeting of June 21, 2017
- C. Accept the Monthly Financial Statements of the Treasurer for the Period Ending June 30, 2017
- D. Recommendation, Re: Approval of Board President Committee Appointments
- E. Approval of Disbursements for the Period June 1, 2017 to June 30, 2017, plus the Addendum for the Meeting of July 19, 2017
- F. Report of the Library Director
- G. Monthly Staff Reports
- H. Library Closed for Staff In-service, Friday, August 11, 2017
- I. Summer Reading Program continues through August 13, 2017
- J. Summer Jamboree Library Event, Sunday, August 13, 2017

Trustee Berryman-Gilliam moved and Trustee Bagdonas seconded that the items on the Consent Agenda be approved by omnibus vote. Motion approved.

Ayes 7 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Patel, Sheikh and Jourdan
 Nays 0
 Absent..... None

The following is a description of various items placed on the Consent Agenda:

Approval of Board President Committee Appointments

Background Information:

Every two years following an election, the Board President appoints members of the Library Board to the Library’s three standing committees.

Finance: Justin Lynch, Chair; Dr. Bonita Berryman-Gilliam; Nancy Bagdonas; Edward Jourdan, Ex-Officio; Library Director, Ex-Officio

Human Resources: Dr. Bonita Berryman-Gilliam, Chair; Nancy Bagdonas; Mansi Patel; Edward Jourdan, Ex-Officio; Library Director, Ex-Officio

Facilities: David Larimer, Chair; Justin Lynch; Nadia Sheikh; Edward Jourdan, Ex-Officio; Library Director, Ex-Officio

Approval of Disbursements

The Library Board of Trustees approved the disbursements for the period June 1, 2017 to June 30, 2017, plus the Addendum for the Meeting of July 19, 2017 in the amount of \$121,857.89.

Report of the Library Director

Monthly report highlighting the facility, customer service, outreach, operations and other projects as well as agenda items to ensure that the Board members are apprised of relevant Library business.

July Employee Anniversaries: Ron Anderson, Maintenance – 7/17/16; Kathie Menzer, Circulation – 7/25/08; Omar Kushad, Adult Services – 7/11/11; Cheryl Walek, Circulation – 7/18/11; Thomas Hill, Circulation – 7/11/16; Thoana Lagunas, Circulation – 7/13/16.

Monthly Staff Reports

Reports of the monthly activities and accomplishments in each department. Monthly reports are prepared by the Department Head.

Announcements

Summer Jamboree Library Event, Sunday, August 13, 2017

Background Information:

The Library will be holding a special end of summer reading event on Sunday, August 13 from 1-4 p.m. The Summer Jamboree will feature an animal program from Big Run Wolf Ranch and a musical performance from Cowboy Choir. In addition there will be a photo booth, craft and a variety of other activities.

Regular Meeting

V. BOARD AND COMMITTEE REPORTS

Trustee Lynch commented on how entertaining the recent food program featuring Chef Dave was. He stated that Chef Dave was very good in engaging with the audience and that all of the attendees received ample samples of the food he prepared.

VI. NEW BUSINESS

A. Recommendation, Re: Approval of IT Administrator Vacancy Option

Trustee Lynch moved and Trustee Bagdonas seconded that the Board of Library Trustees approve the hiring of Outsource Solutions Group services on a part-time basis while the IT Administrator position is vacant. Motion approved.

Ayes 7 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Patel, Sheikh and Jourdan
Nays 0
Absent..... None

Background Information:

The recent efforts to fill the vacant IT position were unsuccessful. The current plan is to wait to repost the position in the fall. In the interim, the Library will hire their current IT support service,

Outsource Solutions Group (OSG), to provide in-house help on a part-time basis to provide the IT support that is needed until a suitable candidate can be recruited.

B. Discussion of Public Finance Municipal Advisor

Background Information:

Director Westgate recommended that the Library explore contracting with a public finance advisor to analyze the Library's current financial picture and provide a financial plan for the future to ensure there are adequate funds to fulfill the Library's mission and vision. This is especially important at this time as the Library goes forward with the Strategic Plan goal "To create a welcoming library environment to attract and engage the community." Ehlers Inc. is a well-known entity in this field and has worked with many local libraries and municipalities to assist them in their financial planning. The Finance Committee will meet in August, prior to the Regular Board meeting, where a representative from Ehlers will outline their services and answer any questions the Board may have regarding the services they provide.

VII. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, **Trustee Lynch** moved that the meeting be adjourned. Motion approved. Meeting adjourned at 8:45 p.m.

August 16, 2017
Date approved

Mansi Patel, Secretary
Board of Library Trustees