

**Maud Preston Palenske Memorial Library  
Meeting of the Board of Trustees  
June 27, 2017**

President, Ren Baldwin, called the meeting to order at 6:03 pm. Other board members present were William (Rick) Ast, Liz Darato, Mimi Elwell, William Engeln, Jim Kodis, Stephanie Mack, Patrice Rose and Stephanie Masin.

**Also Present:** Administrative Assistant Marsha Ammeson and Assistant Director Paula Stakley, Melissa Clapper  
**Absent:** None

**Announcements:** None

**Public Comment:** None

**Friends of the Library:** None

**Minutes:** It was moved by Ast, seconded by Darato to approve the minutes of May 23, 2017 board meeting. Motion carried.

**Treasurer's Report:** Board members reviewed the bills for May 2017. The board discussed cost of utilities. Masin will explore lighting options on a trial basis and proceed with moving the Tracer panel as some cost cutting measures. It was moved by Engeln seconded by Elwell to approve the bills form May 2017 in the amount of \$14,046.30. Motion carried.

**Financial Report:** Engeln also noted the projected loss of Revenue over receipts is less than anticipated. He noted the Fund Balance remains in excess of 20%.

**Statistical Report:** Masin congratulated the staff on a well planned Summer Program, with all programs to date showing an increase in registrations and attendance. There were over 1,000 people on the opening day.

**Director's Report:** The article in the Herald Palladium relative to difficulties faced in raising needed funds for the library appears to have peaked community interest. She noted the Pearson family has indicated an interest in making a donation for furniture replacement in the magazine reading area. She will be obtaining bids for furniture replacement.

**President Comments:** None

**Old Business:** Masin provided an update on the Unique Management contract. She discussed Recognition for Diana Flora's service to the Library Board. Diana indicated that in lieu of a gift she would be interested in continuing her 6 week check out period. The projected date for installation of the new phone system is July 20, 2017.

**New Business:** Jo Wurz, Children's Services Supervisor, has submitted her request to retire effective August 25, 2017, after 25 years of service to the Library. Masin has updated the job description prior to posting. Elwell moved approval of the Job Description with the following changes: Requires a Masters degree in Library Science from an ALA accredited program and has had a criminal background check. Seconded by Darato motion carried.

**Board Comments:**

**Fundraising:** Masin is continuing to explore a fundraising activity with the symphony.

**Adjournment:** It was moved by Kodis and seconded by Ellwell to adjourn the meeting at 7:18. Motion carried.  
Next Board Meeting July25, 2017,

Respectfully submitted,

Stephanie Mack, Secretary

*Stephanie Mack*