

ILSLEY PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
NOVEMBER 12, 2018
JESSICA SWIFT COMMUNITY MEETING ROOM, ILSLEY LIBRARY

MINUTES – DRAFT

Board decisions are unanimous unless otherwise noted.

Present:

Board members: Catherine Nichols, President; Faith Gong, Secretary; Amy Mincher, Treasure; John Freidin, Alice Eckles.

Library Director: Dana Hart.

Public: Barbara Doyle-Wilch, chair of the Tell Me Tours committee, Lorrie Muller, President of Friends of the Library.

CALL TO ORDER

See Board Packet for agendas and accompanying documents.

President Catherine Nichols called the meeting to order at 5:30pm.

APPROVAL OF MINUTES

DECISION: The Board approved the minutes of the regular meeting of October 15, 2018. It was noted that the Board would like to include the check list of action items and assignments in future minutes.

PUBLIC COMMENTS

There were no public comments.

FRIENDS' REPORT

Friend's President Lorrie Muller reported concern about the ability of the Friends' group to continue the monthly book sales due to inadequate space, aging volunteers, and deteriorating sorting cubicles. She reviewed the book sales income from January 2018 to October 2018 as follows: \$70.00 from bag sales, \$742.22 from Last Word and free table (people have been donating money at the free table), \$5,674.55 from the monthly book sales. She also noted that membership fees net \$9750.17 during this same time period. Lorrie described the daily process of preparing for the book sales that included heavy lifting, difficult space for sorting, and a lack of storage space for the book donations. She noted that volunteers have worked 1200 hours for the book sale.

A discussion followed noting some possible recommendations and alternatives for the book sale. It was explained that the Friends' is a separate organization from the library and thus Library Board cannot make recommendations for the Friends' group. It was noted that their work is hugely appreciated by the Library Board.

VOTING ITEMS

DECISIONS: The Board approved the removal of the “Membership” policy that was discussed on October. The policy was removed because it was redundant of the “Library Cards, Fines and Fees Policy.

COMMITTEE REPORTS

Ad hoc Bylaws Committee (Members Faith and Joe)

(See Board packet)

Faith presented possible changes to the bylaws relating to Rules of Order. She described three possibilities and requested input at this time from the Board. The three possibilities included the formal *Robert’s Rules of Order*; the one-page basic principles of order and the *Democratic Rules of Order*.

Discussion followed. It was recommended that the library purchase the book *Democratic Rules of Order*, so it could be reviewed for possible ideas that might supplement the one-page basic principles. It was the consensus of the discussion that the one-page principles may be the best choice with some editing. There was further discussion about the meaning of “impartial chairperson” and what that meant. It was suggested that the chairperson would not vote except to break a tie. It was also recommended that a guideline for amending motions should be added.

Faith also presented a proposal for expanding the board to seven people from the existing five-person board. She noted that the timing is difficult as there would be only two weeks from the approval of the new bylaws in January until the filing of petitions for the election.

Discussion followed. All agreed that there was no rush to move to a seven-member board. Also, it was suggested that the wording could be “a board of not less than 5 or more than 7” might be helpful in case of a midterm loss of a board member. Another suggestion was to wait until after the 2019 election to amend the bylaws to increase the board (leaving the board at 5 members until 2020).

Ad hoc Policy Committee (Members John, Joe, and Dana)

John reported that there were 4 policies that are being considered (See board packet). These policies concern:

- confidentiality of patron records
- displays in the library
- rules of conduct
- professional development.

One correction was suggested that the wording change “should” to “may or must”. These will be voted on at the December meeting.

Ad hoc Tell Me Tour

Barbara and Dana reported on the next steps of the Tell Me Tour. All the focus groups have been completed and the individual reporting from the board members was collected. Barbara and Dana will be organizing the minutes into themes. It was recommended that we not do a final report but rather present the material as part of an ongoing conversation. A tentative schedule for presentations is included in the board packet.

Directors Report. Dana noted that the First Wednesday gathering was wonderful as there were 400 people in attendance. She also noted that the library will be closed at 5PM the day before Thanksgiving.

Action Items for next meeting:

1. Presentation of Tell Me Tour focus groups
2. Approval of 4 policies presented in this meeting (See Board Packet)
3. Addition of "chart of tasks" to the minutes

The Meeting was adjourned at 7:07PM

Respectfully Submitted by
Barbara Doyle-Wilch
Temporary recorder du jour