

Board of Directors  
Cascade Public Library  
Jan 15, 2019  
Final

The meeting was called to order at 5:36 pm. Mary Heinrichs, Jolinda Huckaby, and Jonne Hower were present. Guests included: Sandi Lalone, Vernie Kushlan, and City Council member and Library Liaison Denise Tangen.

The Board welcomed City Council Liaison Denise Tangen.

During open discussion, we discussed whether someone was monitoring the snow on the Library's roof. Jonne volunteered to ask Public Works to take a look at it.

Jonne moved and Jolinda seconded a motion to accept the Jan 10 Special Board meeting minutes with scrivener's marks. Motion passed. There were no minutes available for the Dec 18, regular Board meeting.

There was discussion concerning the December 2018 Payroll Report. Jolinda volunteered to investigate specifics on payroll reports.

Under old business, Jolinda reported she had been working on revising the Policy Manual and will distribute a revised copy for consideration at the next regular Board meeting.

There was general discussion concerning grant reporting and partnerships.

Under Library Structure options, there was discussion concerning short-term staffing requirements. Jonne volunteered to develop a position description for a part-time, short-term (4-6 months) administrative manager. Jolinda reported on an exploratory conversation with the school's business manager regarding partnership opportunities between the Library and the school with respect to the High School library.

There was no new discussion under Focus Areas.

Under 2018-19 Plan of Operations, there was brief discussion of the need to plan for spring and summer programs. Vernie Kushlan volunteered to organize the Poetry Slam.

For New Business – Annual Library Reports, Jonne volunteered to research and complete the reports. There was general discussion concerning staffing, but no actions were taken.

Jolinda will attend the January 28, 2019 City Council meeting and Jonne will attend the Feb. 11, 2019 meeting.

The next scheduled Library Board meeting is Feb. 19, 2019. Preliminary agenda items include December Payroll Report; Grants and Partnerships; short-term staffing; and Library Structure Options.

Jolinda moved and Mary seconded a motion to go into Executive Session per Idaho State Code 74-206 (1) (b). Roll call vote: Jolinda – yes; Mary – yes; Jonne -yes. All guests left the meeting.

Executive session began at 7:25 p.m. and ended at 8:00 p.m.

Meeting adjourned at 8:10 p.m.