

Official Minutes

Regular Meeting April 19, 2022, 4:00 PM

Board of Trustees – Cascade Public Library

Last Board Meeting: March 15, 2022

Attendees: Rich Butterfield, Rosemary Reinhardt, Taci Davis, Carol Mitchell, Joni Stevenson, Heather Soelberg. Also in attendance: Judy Smith, Rachel Huckaby, Marilyn Griggs.

Call to Order: 4:00 pm

Approve Agenda:

- Trustee Davis noted that the published agenda should be corrected to reflect this meeting as a regular Monthly meeting, not a Special board meeting.
- Update from Friends of the Library will be discussed following Agenda Item #6 Update on Library Activities During Closure.
- Agenda Item #9 Grants will be combined with Agenda Item #5 Financial Review.
- Trustee Reinhardt recommends that on a go forward basis, an agenda item be added for discussion of Strategic Planning.
- Motion to approve the agenda with the above changes was made by Trustee Stevenson, 2nd Trustee Reinhardt, motion carried.

Consent Agenda:

- Minutes from the prior meeting were reviewed. No changes were needed. Motion to approve the minutes was made by Trustee Davis, 2nd Trustee Reinhardt, motion carried.

Financial Review and Grants: Trustee Reinhardt

- Trustee Reinhardt, Finance Committee Chair, reviewed the March 2022 financial statements.
- Due to the Library closure, grant expenditures are essentially on hold.
- Motion to approve the financial statements was made by Trustee Reinhardt, 2nd Trustee Davis, motion carried.

Update on Library Activities During Closure: Mayor Judy Nissula

- No update was provided as Mayor Nissula was not in attendance.

Update on Friends of the Library (FOL): Judy Smith

- FOL had reapplied for 501(c)3 Non-Profit status. It was approved April 3, 2022, and made retroactive to February 15, 2021 when it had previously lapsed.
- The Recycled Bookstore opened April 1, 2022 for two days per week on Fridays and Saturdays. There has been good response from the community. Effective in May, the Bookstore will be open three days per week, Thursday through Saturday. Volunteers are encouraged to sign up to staff the store.
- The Bookstore is now operating on a “cash donation” basis, rather than selling books for a set price. This is working well.

Director Search: Trustee Reinhardt

- Applications are being reviewed by the Search Committee. Interviews are being scheduled for May 3, 2022.
- Interview questions are being drafted so that all candidates will be asked the same set of questions.

Programming:

- Summer Reading Program will be facilitated by Shauna Arnold. She has been given all the materials that have been received by the Library.

Questions/Comments from the Public:

- An individual attending the meeting via Zoom asked when the Library was scheduled to reopen. Trustee Butterfield responded that there is no date set for reopen.
- Motion that communication regarding reopening of the Library will be posted on the Library website was made by Trustee Reinhardt, 2nd Trustee Stevenson, motion carried.
- Rachel Huckaby announced that the City of Cascade has submitted a grant request to build a combination City Hall/Library building. The City is working on design plans. The funds will not be awarded until June 2023. The Board expressed concern that the Library has not been an active participant in the proposed concept, or the grant submission.

Update on Library Building Restoration: Darryl Shepard

- This agenda item was pushed to the end of the meeting, as Mr. Shepard was not in attendance.
- The Trustees were granted an on-site inspection of the Library by Heather Soelberg, where Mr. Shepard joined the group.
- Books have been boxed, and stacked. Some neatly, some haphazardly.
- The lobby floor has been smoothed and prepped for new flooring.
- The carpet has been mostly removed. Carpet remains under the bookshelves, in the administrative office, and in the back office.
- The sheetrock has been replaced where it had been cut to check for mold and damage. It had not been sanded or prepared for painting.

- Some supplies and equipment have been boxed, but not all.
- Some computers and equipment have been left unprotected, and have been exposed to sheetrock and renovation dust.
- Some heavy boxes have been stacked on tables that are not intended to support that much weight.
- Some wooden bookshelves have been damaged.
- The reading nook and the administrative office have boxes, chairs, equipment, and loose items carelessly placed in piles, rather than neatly stacked.
- Trustee Reinhardt took photos of the haphazard organization of the restoration.
- It was reported that nonresponsive communication between the City, the Insurance company, the adjustor, and the contractor has led to lack of progress.
- Heather Soelberg volunteered to take the lead and be point of contact to get the renovation project moving forward.
- Trustee Stevenson, Heather Soelberg, and Marilyn Griggs will meet Wednesday 4/20/22 at the Library to assess next steps.

Adjournment:

Meeting was adjourned at 5:20 pm.