

Official Minutes

Regular Meeting May 24, 2023, 4:00 PM
Board of Trustees – Cascade Public Library

Last Board Meeting: May 5, 2023 SPECIAL meeting

Call to Order: 4:08 PM

Roll Call

- In Person: Trustee Taci Davis, Trustee Molly Wegener, Director Maria Guest, Friends of Cascade Library representative Judy Smith, guest Ardyce Buckmaster.
- Present via ZOOM: Chairman Richard Butterfield.
- Also present: Marilyn Griggs.
- Established that a Trustee quorum was present.

Introduce visitors

- Chairman Butterfield introduced Ardyce Buckmaster, who has submitted an application to be a member of the Library Board of Trustees.

Approve Agenda:

- Because the April 2023 financial statements have not been provided yet, a motion to remove Agenda Item 8B Financials from the Consent Agenda was made by Chairman Butterfield, 2nd by Trustee Wegener. Motion carried.
- Motion to approve the agenda with the above amendment was made by Trustee Wegener, 2nd by Trustee Davis. Motion carried.

Questions/Comments from the Public:

- There were no questions/comments from the public.

Report from Friends of the Cascade Library (FOCL): Judy Smith

- There was no formal report, other than FOCL has been working with Director Guest on the Memorandum of Understanding (MOU) between the two entities.

Consent Agenda:

Minutes

- Minutes from the prior Regular Meeting April 25, 2023, and from the Special Meeting May 5, 2023 were reviewed.

Director's Report

- Director's report dated May 24, 2023 was reviewed.

Motion to accept the Minutes and Director's Report was made by Trustee Davis, 2nd by Trustee Wegener. Motion carried.

Unfinished Business:

Update Library Policy regarding Unattended Children and Vulnerable Adults:

- Director Guest recommended that the current policy stating that children younger than age eight (8) may not be left alone in the library be changed to age twelve (12). The Trustees were not in favor of this recommendation. No action was taken. The existing policy will remain in place.

Update Library Policy regarding Volunteers:

- Director Guest recommended requiring a background check on all volunteers. A motion to approve requiring background checks was made by Trustee Davis, 2nd by Chairman Butterfield. Motion carried. Director Guest will follow up with the Cascade City Attorney to find out whether background checks are required for all volunteers, or only those who work with children.

Sign MOU between Cascade Public Library (CPL) and FOCL:

- Director Guest reported that the final draft of the MOU has been reviewed by all parties: FOL, Cascade Mayor, and the Cascade City Attorney.
- A Motion to approve signing the MOU was made by Trustee Davis, 2nd by Trustee Wegener. Motion carried.

New Business:

Discuss and approve a new Board of Trustee applicant:

- Motion to recommend Ardyce Buckmaster as a new Trustee member was made by Trustee Wegener, 2nd by Trustee Davis. Motion carried. Ms. Buckmaster's application will be forwarded to Cascade City Council for approval. Ms. Buckmaster will fill the vacant position previously held by Trustee Stevenson. The term expires 12/31/23.

Discuss and approve MOU between CPL and Valley Mountain Library Consortium:

- Motion to approve the MOU was made by Trustee Wegener, 2nd by Chairman Butterfield. Motion carried. The MOU allows CPL to access a collection of DVDs that circulate between other small, regional libraries.

Discuss and approve 50% down payment for construction engineering calculations:

- CPL is applying for a \$500,000 construction grant from ICFL to build a dedicated children's space, an outdoor space, a kitchen, and two new bathrooms. This would greatly enhance the Library's ability to expand programming for all ages.
- As part of the application process, the grantor expects proof of serious planning and design. Although obtaining engineering calculations would not guarantee the award, it would improve the prospect. The Trustees felt this was a worthwhile investment.
- Motion to approve spending \$1,425.00 as a 50% down payment on engineering calculations was made by Trustee Wegener, 2nd by Trustee Davis. Motion carried.

Discuss and approve adopting city logo as Library logo:

- Motion to adopt a modified version of Cascade City logo as the CPL logo was made by Chairman Butterfield, 2nd by Trustee Davis. Motion carried.

Adjournment:

Chairman Butterfield adjourned the meeting at 5:36 P.M.