

Official Minutes

Regular Meeting November 15, 2023, 4:00 PM
Board of Trustees – Cascade Public Library

Last Board Meeting: October 18, 2023 SPECIAL Meeting

Call to Order: 4:02 PM

Roll Call

- In Person: Trustee Molly Wegener, Trustee Ardyce Buckmaster, Director Maria Guest, Friends of Cascade Library representatives Mary Zanders, Karen Randall and Judy Smith. Also present City Council Representative Rachel Huckaby, and employee Marilyn Griggs.
- Present via ZOOM: Chairman Rich Butterfield, and guest Kim from Dalrymple Construction.
- Arrived later: Trustee Taci Davis and Trustee Brad Welker.
- Established that a Trustee quorum was present.

Introduce visitors

- Chairman Butterfield recognized Kim from Dalrymple construction.

Approve Agenda – Action Item:

- Motion to approve the agenda was made by Trustee Buckmaster, 2nd by Trustee Wegener. Motion carried.

Questions/Comments from the Public:

- There were no questions/comments from the public.

Report from Dalrymple Construction (Kim) – Action Item:

- Cost of construction bid was increased by \$2,403 based on three requests from Director Guest at the last special BOT meeting held October 18, 2023.
 - Gravel and Rubber Mulch Mat Material: Did not change the bid.
 - Awning to cover outside play area: Steel would cost \$39,596. Wood would cost is \$20,556. This would be added to the original bid, which would exceed the amount of the Facilities Improvement Grant award. Therefore, the awning will be built and funded separately.
 - Concrete Bicycle Rack: This increased the bid by \$2,000.
 - The new bid increased \$2,403 (\$2,000 bike rack + \$403 Bond for additions).
 - Current bid is \$486,430 (\$484,430 original + \$2403 add ons)
- Motion to recommend \$486,430 bid from Dalrymple for City Council to consider on their next scheduled meeting to be held 11/27/23 was made by Trustee Wegner. 2nd by Chairman Butterfield. Motion carried.

NOTE: Kim from Dalrymple Construction left Zoom @ 4:35

Maria's Hours - Action Item:

- Director Guest would like to reduce her weekly work hours from 40 to 32 without impacting her benefits. The Trustees need more information from the City regarding employee benefits. No action was taken.

NOTE: Chairman Butterfield left Zoom @ 4:45, but called in on Director Guest's cell phone.

Report from Friends of the Cascade Library (FOCL):

- Mary Zander presented a check to the Library for \$1,450, which was 25% of the prior fiscal year revenue.
- FOCL expressed that the Library's closure on Saturdays due to understaffing is impacting their operations as well.
- The terms of the Lease Agreement between FOCL and the City is still being finalized.

Consent Agenda – Action Item

Minutes

- Minutes from the prior Special Meeting October 18, 2023 were reviewed.

Director's Report

- Director's report dated November 15, 2023 was reviewed.

Motion to accept the Consent Agenda was made by Trustee Wegner, 2nd by Chairman Butterfield. Motion carried.

NOTE: Chairman Butterfield left @ 5:02. Trustee Welker arrived at 5:02. A quorum remains. Trustee Wegner agreed to chair the remainder of the meeting in Chairman Butterfield's absence. Trustee Davis arrived at 5:15.

Unfinished Business:

a. Financials- Action Item

- A motion to approve the September 2023 financials was made by Trustee Wegener, 2nd by Trustee Buckmaster. Motion carried.

b. Annual Meeting – Action Item

- A motion to nominate Chairman Butterfield to serve as Chair for the next fiscal year was made by Trustee Davis, 2nd by Trustee Buckmaster.
- A motion to nominate Trustee Welker as Vice Chair was made by Trustee Buckmaster, 2nd by Trustee Davis. Motion carried.
- A motion to nominate Trustee Davis as Secretary was made by Trustee Welker, 2nd by Trustee Buckmaster. Motion carried.
- A motion to change the BOT regular meetings from the fourth Wednesday to the third Wednesday of each month at 4:00 was made by Trustee Buckmaster, 2nd by Trustee Welker. Motion carried. This will be effective 12/20/23.

New Business:

- No new business

Adjournment:

- Trustee Welker moved to adjourn the meeting at 5:43 P.M. Trustee Davis 2nd, motion carried.