



**Library Board of Trustees Meeting Agenda
Thursday, August 15, 2024, 6:30 PM
Camas Public Library, 625 NE 4th AVE**

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

This is the public's opportunity to comment about any item on the agenda, including items up for final action.

IV. COMMUNICATIONS RECEIVED

V. APPROVAL OF MINUTES

Approval of the June Meeting Minutes.

VI. EXPENDITURES APPROVAL

Approval of June and July Expenditures.

VII. AGENDA ITEMS

- A. Building Updates:
 - 1. HVAC.
 - 2. Library Improvements.
- B. 2025-2026 Budget.

VIII. REPORTS

- A. *Friends & Foundation of the Camas Library (FFCL).*
- B. *Personnel.*
- C. *Policy.*
- D. *Second Story Gallery (SSG).*
- E. *Trustee Reports.*

IX. NON-AGENDA ITEMS

X. NEXT MEETING

The next meeting is September 19, 2024.

XI. CLOSE OF MEETING



**Library Board of Trustees Meeting Agenda
Thursday, June 20, 2024, 6:30 PM
Camas Public Library, 625 NE 4th AVE**

I. CALL TO ORDER

The meeting was called to order at 6:32 p.m.

II. ROLL CALL

Emilia Brasier, Bonnie Carter, Samantha Horner, Rosemary Knapp, Christopher Knipes, Kerry Ticknor, and Connie Urquhart.

Guest: Vanessa Perger

III. PUBLIC COMMENT

This is the public's opportunity to comment about any item on the agenda, including items up for final action.

There were no public comments.

IV. COMMUNICATIONS RECEIVED

Nary a one.

V. APPROVAL OF MINUTES

Approval of the May Meeting Minutes.

Rosemary made the motion to approve the May Meeting Minutes; Kerry seconded her approval. None were opposed.

VI. EXPENDITURES APPROVAL

Approval of May Expenditures.

The May Expenditures were approved by Rosemary and Jessie prior to the meeting.

VII. AGENDA ITEMS

A. Summer Reading Program (presentation by Vanessa Perger).

B. Security Update.

1. In Chief Jones' security review, she recommended closing off the mezzanine to

- deter active shooters. This initiative was given a lot of consideration, even being presented to staff in a survey. It was ultimately decided to leave it open: We don't have a quiet place inside the Library, the area is used extensively, and there were concerns around how we could effectively close it off.
2. Other safety measures discussed include the following:
 - a. Exterior cameras, especially at each entrance, and potentially interior cameras.
 - b. An alarm system.
 - c. New building access controls were approved in the 2024-25 budget.
 - d. A key-coded door handle on the outer entry door to the second-floor restrooms.
 3. Chief Jones vetted our Emergency Manual.
 4. Shelter-in-Place Kits are on each floor.
 5. At the Service Desk we have a Backup channel on our Slack software. If one of the Staff is having an issue with a patron, they can surreptitiously ask for backup on this channel. Thus far it has proven highly effective.

VIII. REPORTS

A. *Friends & Foundation of the Camas Library (FFCL).*

- The group is low on book donations.
- There is a book sale next month concurrent with Camas Days.
- The idea was raised by Kerry for the FFCL to create a post promoting the book sale; the Trustees could share it across platforms.
- Samantha stated she would include the book sale information in the July Chamber of Commerce Newsletter.

B. *Personnel.*

Nothing to share at this time.

C. *Policy.*

1. 2.3 Rules of Conduct.
 - Added open-carry verbiage based on Washington RCW 9.4.300. Rosemary made the motion to approve the verbiage; Kerry seconded her approval. None were opposed.
2. 6.1 Internet and Personal Device.
 - The Library's intent was to return to its previous pricing model: The first 10 pages for free, then \$.10/page for B&W, and \$.50/page for Color. However, our current software vendor currently has a credit model, wherein a patron is given a credit of \$2.60 per day for printing. We will follow this model.
 - The majority of prints are B&W.
 - We are going to charge \$.20 for two-sided B&W copies, and double this for irregular-sized copies.
 - We can change the fee schedule as needed.

- Users of Library Guest Passes will not be able to take advantage of the credit model. They can either obtain a Library Card or pay in cash.

Rosemary made the motion to approve the verbiage; Kerry seconded her approval. None were opposed.

D. Second Story Gallery (SSG).

We have collected artwork from Camas high school and middle school students, and this will be displayed in July and August, respectively.

E. Trustee Reports.

Rosemary and Kerry shared their positive experiences with checking out the Nature-Smart games.

IX. NON-AGENDA ITEMS

With the Board's approval there will be no Director's Report for July.

X. NEXT MEETING

The next meeting is August 15, 2024.

XI. CLOSE OF MEETING

The meeting closed at 7:14 p.m.