



Library Board of Trustees Meeting Minutes
Thursday, June 15, 2023, 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

Bonnie Carter, Samantha Horner, Rosemary Knapp, Christopher Knipes, Kerry Ticknor, Connie Urquhart, Robin Owens Webster, Jessie Wimer

Guest: Jennifer Keen

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. APPROVAL OF MINUTES

Approval of the March 16 & May 18 Meeting Minutes.

Jessie made the motion to approve the March 16 Meeting Minutes; Rosemary seconded her motion. Sami made the motion to approve the May 18 Meeting Minutes; Kerry seconded her motion (Note: Jessie and Rosemary did not approve both because they were absent from the May 18 meeting.)

V. COMMUNICATIONS RECEIVED

Nary a one.

VI. EXPENDITURES APPROVAL

Approval of the May Expenditures.

Both Rosemary and Jessie approved prior to the meeting. Rosemary had a question about FFCL items. Connie explained that there is not a line item in the General Ledger as the FFCL monies are separate from the City's funds. Jessie had a question as to what the line-item Bankcard Library Fees APR2023 meant. Connie will need to clarify this with Finance.

VII. AGENDA ITEMS

A. Review of Surplus Items.

The surplus items in the basement were reviewed by the team, and all were deemed to be expendable.



Library Board of Trustees Meeting Agenda

Thursday, August 17, 2023, 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. APPROVAL OF MINUTES

Approval of the June Meeting Minutes.

V. COMMUNICATIONS RECEIVED

VI. EXPENDITURES APPROVAL

Approval of the June & July Expenditures.

VII. AGENDA ITEMS

- A. Staff Day
- B. Building Update.

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

- A. The next meeting will be September 21, 2023.

XI. CLOSE OF MEETING

B. Building Project.

Connie outlined potential plans for the Veranda and Courtyard.

C. Mid-Year Check in on Work Plan.

Connie presented an audit of the progress the Library has realized on its numerous 2023 projects. Items included the Centennial Celebration on April 4, a mobile unit audit (which resulted in the purchase of the new Library Book Bike), bringing the *History Speaks!* series to Camas, installing a Tablet Station in the Children's Learning Hive, and increasing programming for children ages 0-5 by five percent.

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

- The team has its quarterly meeting at the end of June.
- Somehow Rosemary was removed from the FFCL email list and needs to be added again. Rosemary will reach out.
- Francher is concerned there is not enough inventory for the July book sale and wants to postpone it until Labor Day weekend. How can we help? We can create an ad asking for books, advertise this need in the DCA newsletter, as well as post a flyer at the Chamber of Commerce. We can also design signs to post on the Library doors and/or at the check-out stations.

B. Policy***Confidentiality of Library Records***

The Trustees reviewed the language added by the City's lawyer. Jessie made the move to approve the updated policy; Rosemary seconded her motion. There were no dissenters.

C. Second Story Gallery (SSG).

- A change to the line-up was made for the September/October show. The mill has been delayed in supplying materials for the Mill Manager's House exhibit, so we have replaced it with part two of *Read All About It!*
- Connie and Elliot are drafting a Wells Fargo grant for \$5K. This is for the concept of turning the Kid Librarian display into a Kid Artist display.

D. Trustee Reports.

Nothing to add.

IX. NEXT MEETING

- A. The next meeting will be August 17, 2023.

X. CLOSE OF MEETING

The meeting closed at 7:22 p.m.