

Port Library  
Bd. Of Trustees  
March 04., 2013

Present were = Rick Larson, Kitty Wagner, Craig Cousland, Connie Kopsa, Sally Williams and Dir. Rachel Malay. Verlin Kolman was absent.

In the absence of Pres. Kolman V.P. Kitty Wagner called the meeting to order. The minutes of the Feb. meeting were reviewed and corrections made. The corrected minutes were approved on a motion by Craig with a 2<sup>nd</sup> by Sally. Rachel presented the financial report and mentioned a couple of items of special interest. The report was approved on a motion by Rick with a 2<sup>nd</sup> by Connie.

**Directors Report;** Rachel reviewed her report of activities the past month as it has been a busy one. The Schafer Room has been quite busy as has the study room.

**Old Bus;** We have had an ongoing discussion about a donation to teh library from several years ago that needed to be settled. After some discussion about how to handle the issue Rick moved to honor the donor with a plaque & picture. Connie 2<sup>nd</sup> & the motion carried. Rachel gave a report on the last meeting of the Friends Group. New officers have been elected after the resignation of the president. The times/dates of their meetings has been changes as has the focus of the group.

**New Bus;** The Weather/emergency Closing policy was reviewed & discussed. Craig moved to leave the policy as it is with no changes, Rick 2<sup>nd</sup> & the motion carried.

**Other Bus;** There was discussion about who to talk to about being a member of our board. We have 2 members whose terms are expiring this year. Sally is eligible for another term & Kitty is not eligible for another term. Due to her resignation we need a replacement for Jeri. We will need atleast 2 new members. Several names were discussed. Rick will visit with the people mentioned. It was decided that we need a picture of ALL the board members that were involved in the construction & move to the new library. The picture will be taken at our next meeting. Dress for the picture is business casual.

The meeting adjourned at 6:30 p.m. on a motion by Connie with a 2nd by Craig.

Port Library  
Bd. of Trustees Meeting  
Feb. 04, 2013 (Corrected)

Present were; Rick Larson, Verlin Kolman, Craig Cousland, Sally Williams, & Rachel Malay Library Dir. Kitty Wagner arrived a bit late while Connie Kopsa & Jeri Bates were absent. Pres. Verlin called the meeting to order at 5:30 p.m. The minutes of the Jan. meeting, with a correction, were approved in a motion by Craig & a 2<sup>nd</sup> by Sally. The financial report was reviewed. The Farmway Credit Union checking account will remain open for a while in case something comes up in connection with the remodel project. Rachel had some of the statistical information in charts for us to look at & it was decide to do these charts quarterly for a different look to the report. The usage report for all of 2012 was reviewed and the figures were a pleasant surprise.

Directors Report; Rachel's report for Jan. showed a very busy month. 10 different groups used the Schafer Room & some used the room several times. The study room was also used by several groups & one individual used the room to Skype visit with family in Russia. The new USD # 273 Superintendent, along with some School Board members, also toured the library.

Old Bus; There was a long discussion about employee salaries and how to get them up to the average for libraries of our size in the St. of Kansas. Rachel presented some figures for us to consider. Craig moved & Sally 2<sup>nd</sup> to confer with the Auditors about the impact of what we want to do, & if it is possible, we plan to give the employees a 3½ % raise effective with the Feb. 2013 paychecks. There will be more discussion on this issue when the 2014 budget is discussed in June as our current salaries are considerably below the state average. Our health care discussion has been postponed indefinitely. Coat Racks: Rick reviewed the cost of racks at the Solomon Valley Building Center. After some discussion it was decided by consent of the members to go with coat racks on wheels & not those attached to the walls.

NEW Bus; Verlin read a letter from Jeri Bates resigning her position on the Bd. effective immediately. Rick moved to accept the resignation & leave the position open till May when the new members will be appointed. Rachel mentioned the Kitty Wagner's term is up in April and that she is not eligible to be reappointed as she has served her two terms. There was some discussion about who to talk to about joining our Board of Trustees. Verlin & Rick will talk to some of those suggested. The BHS Class of 1957 is offering a donation, we get to pick the gift, to the library. The Class of '57 had thought an outside bench or a birdbath. The staff thought a birdbath would be nice to have. Rachel will contact the Class of '57 for the details of the gift.

There being no further business the meeting adjourned at 6:30 p.m.  
Secretary

Rick Larson