

Port Library Board of Trustees Meeting
August 8, 2011

The meeting was called to order at 5:30 p.m. Present: Rick Larson, Verlin Kolman, Kitty Wagner, Sally Williams, Craig Cousland, Connie Kopsa, Jeri Bates and Director Rachel Malay.

Minutes of the July 5, & special meetings of July 11 and July 19 were reviewed. Jeri noted she was left off the list of those present for the July 11th meeting. She was added in the official record. The corrected minutes were approved on a motion by Connie and seconded by Craig.

The financial report was reviewed and approved on a motion by Rick and seconded by Jeri.

We have a CD maturing at Central National Bank. Our treasurer, Sally, reminded the board that no individual account at any bank should be over \$250 for insurance reasons. Connie moved to put the maturing CD in a savings account at Central National instead of renewing it. Craig seconded and the motion carried.

Rachel reviewed her monthly statistical and director's report and gave a summary report on the Summer Reading Program. The board invited the new employee, Karen Grist to the next board meeting to welcome her. A copy of the reports are attached.

Old Business: There was some discussion about the construction process & who would be doing the work. Mr. Marrs has asked for a list of local people that might want to work on the new building. We will send Rachel names of who we think might be interested on working on the new building. We also decided that a video of the construction process would be a good thing to do.

New Business: Verlin showed a letter that he put together and plans to put in the newspaper about the progress we are making toward a new facility. A copy is attached.

Jeri alerted the board to a couple patron concerns about the library's closing times and daily business cutoffs. On a suggestion from Rachel, the board moved to allow the expenditure of funds for employees to stay up to 15 minutes after official closing time. This will allow patrons to use the library up to closing time and allow staff to finish library work for the day. The motion was made by Rick and seconded by Connie. The motion carried.

There was also a discussion about ways in which to recognize our patrons contributing to the new building. Connie took suggestions and will create a revised schedule. We will consider it again at the next meeting.

The meeting adjourned at 6:35 p.m. on a motion by Craig and seconded by Rick.

