

Port Library Board Of Trustees
Meeting Minutes
June 06, 2011

The meeting was called to order at 5:30 p.m. Present were Verlin Kolman, Rick Larson, Connie Kopsa, Kitty Wagner, Sally Williams, Craig Cousland, Director Rachel Malay & City Administrator Glenn Rodden.

The minutes of the May 2 meeting were approved as presented on a motion by Craig with a 2nd by Sally. After a few questions on the financial report it was approved on a motion by Connie and 2nd by Rick. The Directors report was accepted as presented.

On a motion by Kitty and 2nd by Craig the Trustees adjourned to a 10 minute executive session for the purpose of the director's salary review. The session began at 5:41 and ended at 5:51. There were no votes taken during the session. On a motion was made by Craig and 2nd by Kitty the Trustees then voted to go back into a 20 minute executive session beginning at 5:53 for the purpose of discussing the budget for 2011 and the salaries of the staff. This session ended at 6:13. No votes were taken during the session.

Connie made the motion that " Resolved by the Bd. Of Trustees of the Port Library, having determined that the tax revenues and budget for operations in 2011 will not meet the requirements for operation in the next year, a Year 2012 budget and property tax increase of \$ 25,390 will be adopted." Craig 2nd the motion. The motion was approved. This resolution was adopted with the Board Of Trustees voting in favor, in an action of the Board on June 06, 2011.

There was a lengthy discussion about the new building. Several question were asked and answered while several questions need to be answered by Donnie Marrs at our meeting with him on June 13th. Most of the concerns are with the glass wall around the staff office area, chair/table storage for the meeting room & seating/reading areas & the HVAC system.

Rachel presented a suggested change in policy concerning the outside book return box and DVD's, CD's & audio cassette tapes. Anything in the return box other than books are being damaged by books falling on them as DVD's, CD's & audio cassette tapes are not to be put in the return box. With the policy change there will be a fine assessed to cover the cost of replacing the damaged DVD's, CD's & audio cassette tapes. On a motion by Connie with a 2nd by Sally the new policy was approved. A copy of the new policy is in the policy book.

On a motion by Kitty with a 2nd by Sally the meeting adjourned at 7:05 p.m.