

Approved 3/9/16

WHITEFISH COMMUNITY LIBRARY BOARD OF TRUSTEES

MINUTES OF MEETING ON WEDNESDAY January 13, 2016 7:00 P.M.
WHITEFISH COMMUNITY LIBRARY, 9 SPOKANE AVENUE

Members Present: Anne Shaw Moran, Chair; Alison Pomerantz, Secretary; Roger Barber, Vice Chair and Mitch Drachman.

Members Absent: Mary Vail, Treasurer

Others Present: Joey Kositzky, Director

CALL TO ORDER

The meeting was called to order at 7:10 p.m.

COMMUNICATIONS FROM THE PUBLIC

None.

OLD BUSINESS

Presentation from the Sign Contractor

James from *Signs Now* presented a proposed design and bid for the signage on the front of the library. Discussion ensued regarding logo, lighting and other pros and cons of placement. The Board decided to have the company make some tweaks to the design and table any decision for a future meeting while weighing options.

Whitefish Wolverines Proposal

Kelly Davidson from the Whitefish Wolverines minor league hockey club approached the library about an opportunity for a community service for the international hockey players that live with host families during the season. She proposed a partnership with WCL. The boys would have an opportunity to get involved in a deeper way in the community and the library would have a unique opportunity for promotion and fundraising. The Board agreed to have WCL be involved in a Sunday Wolverines game in March, including a possible reading to Kramer for the kids, distribution of brochures, book races at half-time and other tie-ins to the library and literacy.

Director's Report

Joey Kositzky reported that:

- She called the courier service regarding billing for sending and receiving (shouldn't pay for both).
- She called Kenco, the security camera company, regarding the options and deadlines for full payment of an invoice received on December 22.
- Consider hosting a 100-year anniversary for WCL. Check dates as there is some discrepancy on its exact official start date.
- Heidi has agreed to update the WCL website.

- The McCann family donated \$1000 to WLA, the Rotary donated books, and Bruce Tannehill and Gail Cleveland donated \$500. Thank you notes were sent out.
- A recommendation to look at consider “Thrift Books,” a company located in many major metro areas, as a way to responsibly dispose of excess donated books or dated materials.
- Tax forms should be arriving in the next couple of weeks.
- Mary Drew Powers is back as WCL’s Children’s Librarian.
- To date, WCL has ordered and received approximately \$2,300 worth of about 156 media items as part of the WLA grant from the Whitefish Community Foundation.
- Several orders through Amazon and one through Demco were cancelled because the credit card was declined. Joey said they would wait and replace order in a week, but if the problem persisted, Vanice at the City office said she would call the credit card evening.
- Finally, Joey recently took a webinar “Policies check up for Public Libraries”. The Montana Public Library Standards (where we receive the ELSA award) requires the Board to adopt and review the Collection Management Policy and the Personnel Policy every three years. These policies will be put on the March agenda.

Approve 11/11/15 Meeting minutes

MOTION:

Roger Barber moved to approve the 11/11/15 minutes with corrections. Mitch Drachman seconded the motion. The motion passed unanimously.

Whitefish Library Association Report

Anne Shaw Moran reminded the Board that about the joint orientation between WCL and WLA will be on February 10 from 7-10pm.

Public Outreach

Anne Shaw Moran and Alison Pomerantz to discuss a media plan with dates in the coming months.

Other Old Business

Mitch Drachman and Anne Shaw Moran met with Chuck Stearns regarding employee parking and reached an agreement to help alleviate the problem. They have already ordered new signs as agreed upon.

NEW BUSINESS

Furnace Maintenance Proposal

Joey presented two options for general maintenance and reviewed the costs associated with each. The Board agreed that this falls under Joey’s scope of operational expenditures and may make maintenance decisions as she best sees fit.

Policies and Procedures

Reviewed the Children’s Policy.

MOTION:

Alison Pomerantz moved to replace the Unattended Children policy, dated September 4, 2012, with an updated Children and the Library Policy, dated January 13, 2016. Mitch Drachman seconded the motion. The motion passed unanimously.

Financial Report

Dana sent out the most recent reports. WCL is doing well and is on budget at this point.

Review and Approve Invoices:

None.

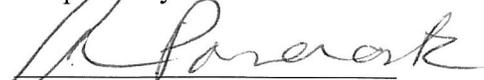
Other New Business:

Discussed signage options proposed earlier and placement possibilities.

ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

Respectfully submitted:


Alison Pomerantz, Secretary

Approved by the Whitefish Community Library Board of Trustees on:

March 9, 2016


Anne Shaw Moran, Chair