

**Cathlamet Blanche Bradley Public Library
Board of Trustees Meeting Minutes
Cathlamet Public Library,
Thursday, November 9, 2017 -12:45 pm**

Opening Agenda items:

Jean Beerbower called the meeting to order at 12:49 pm. In attendance were Jean, and other trustees Mary Bush and Rose Rendler, pending trustee Robin Westphall, town liaison Dick Swart, and librarian Carol Blix. Trustee Diana Zimmerman was not able to attend.

Rose made a motion to approve the October 5, 2017 meeting minutes, and October Vouchers and Mary seconded the motion. The motion passed.

Librarian Carol reported that circulation was down in October, 727, from 754 in September. She continues to work on Koha or alternative ILS hosting. Eight children and five parents came to hear a couple of stories on Neewollah Day during the preschool story time. Many books were donated to the library right before, during, and after the recent Foundation Book sale. A patron donated a taller used book shelf that has been refurbished to hold documentary DVDs. Carol has been weeding adult non-fiction. Volunteers have finished Fast-cataloged items and are working on items with records that need fixing, Furniture inventory is waiting for final details to complete. A tech inventory, and an upgraded volunteer handbook are still on Carol's to-do list.

Old Business:

Electing a new board Chair has been postponed until Robin Westphall has been approved as a new board member.

The strategic planning "homework" comparison revealed that several trustees agreed with the librarian on many of the library's benefits and goals. Some possible projects include asking the town to develop more parking adjacent to the library, investigating starting a volunteer-run book checkout and delivery to local shut-ins, theme night programming, and to see if the State library's Evelyn Lindberg could help de-clutter our library's website. Mary offered to help with design input. Carol was instructed to type up all of the "homework" results to send to the board members and Dick Swart.

Carol received a guesstimate quote from the Longview Public Library director to join them in a consortium to share data hosting costs: \$2,190. It looks like that is too expensive, but there is still a possibility of a smaller consortium with Kalama and Castle Rock (if their levy was just able to pass) that would be within our budget.

The 2018 library budget is in the process for approval. It needed to be increased for IT services, and an increase in insurance for 2018 beyond what was originally submitted.

Kerrie McNally sent a letter to the county commissioners requesting \$10,000 for support of the library since over half of our patrons are out-of-city.

The library survey needs a donation source for a gift certificate to encourage the return of completed surveys. Suggested sources were The Chamber of Commerce, Kiwanis, or Fred Meyer Trust. No one was designated to look into these.

New Business:

1. Next meeting date – Thursday, December 7th at the library, 12:45pm.
2. Other?

Adjourn

BOARD MEMBERS

Jean Beerbower

Diana Zimmerman

Mary Bush

Rose Rendler