

**MINUTES  
NEILL PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**Regular Meeting  
July 20, 2011  
Young Conference Room  
3:00 pm**

Attendees: William Brock, Elizabeth Hindman, Judy Busch, Jon Anderson, Rob Rembert, Kathleen Ahern, Joanna Bailey, Dana Ellis

1. Elizabeth moved and Jon seconded approving minutes from the June 7, 2011 special meeting. All voted and the minutes were accepted as presented.
2. Judy moved and Elizabeth seconded approving May, June and July claims fund vouchers to date. All voted and the vouchers were accepted as presented.
3. Rob moved and Judy seconded approving July salary warrants. All voted and the warrants were accepted as presented.
4. Announcements and Reports
  - a. Manager's report accepted as presented.
  - b. Financial reports accepted as presented.
  - c. Friends of Neill Public Library
    - i. The Friends are sponsoring a dessert reception for all the Friends of Neill Public Library on Wednesday, July 27, and a special day for kids and families with musician Victor Johnson in Reaney Park on Thursday, July 28, with two performances during that day.
    - ii. Lentil Festival – the Friends will have a booth where they will be raffling 3 baskets of books for adults, teens, and children, as a fundraiser. There is interest in adding a book sale component too.
    - iii. The Friends saw increase in book sales and public printing revenues.
5. Regular Business
  - a. Policy Review – Use of Collection Agency
    - i. Joanna presented to the Board for review a draft of amended policy on use of collection agency. The draft reflected the following 2 changes:

“Patron accounts having a balance exceeding \$100 (~~\$50~~) will be forwarded to a collection agency of a duration not less than on an annual (~~quarterly~~) basis. These criteria are subject to the discretion of the Library Director.
    - ii. The revision to the policy was moved by Judy and seconded by Jon. All voted and the amendment was accepted as presented.
  - b. Strategic Plan
    - i. Joanna shared she had contacted a prospective facilitator of a strategic plan for the Library. Her name is Carolyn Petersen from the WA State

Library. This service would be provided at no cost. The Board would like Joanna to pursue this partnership.

- ii. The Board welcomed this initiative and expressed desire to invite Carolyn to one of the board meetings in the fall to discuss the plan.

c. Library Administration

- i. The Board had a discussion about the current state of library administration. Due to two failed and costly library director searches while having full confidence in Joanna's leadership capabilities, the Board was looking into the possibility of making Joanna's temporary leadership position permanent. The Board will meet with the City representatives to discuss this proposal.

6. New Business

- a. There was no new business.

7. Adjourn Regular Meeting

- a. Being no further business, Judy moved and Jon seconded adjourning the regular meeting. All voted and the meeting adjourned at 4:30 p.m.

Next Meeting Date: August 17, 2011 at 3:00 p.m.

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Chair

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Attest