

YAKIMA VALLEY LIBRARIES

BOARD OF TRUSTEES

Regular Meeting

4:00 p.m. – Tuesday, March 24, 2009
Downtown Yakima Boardroom

I. OPENING OF MEETING

Board Members Present: President Carolyn Calhoon-Dillahunt, Vice President Melba Fujiura, Secretary James E. Barnhill, Trustee Jerry Maggard, and Trustee Richard E. Ostrander

Board Members Absent: none

Staff Present: Kim Hixson Interim Director, Karen Spence Community Libraries Manager, and facility staff Don Sodergren and Chad Althaus

Visitors Present: Jackie Call League of Women Voters

- A. Call to Order
President Calhoon-Dillahunt called the meeting to order at 4:00 p.m.
- B. Determination of a quorum
President Calhoon-Dillahunt determined a quorum of the Trustees was present.
- C. Recognition of visitors
- D. Approval of the agenda
President Calhoon-Dillahunt asked if there were any changes or modifications to the agenda. Trustee Barnhill asked that an Executive Session be added to the agenda per RCW 42.30.110 (1)(b) real estate

II. OPEN FORUM

This is an opportunity for any person to speak to the Trustees about any issue not on the Agenda. Time per speaker may be limited

III. MEET THE STAFF – *Facility Staff*

Facility staff Don Sodergren and Chad Althaus gave an overview of facilities and discussed projects they have worked on year to date. Don noted that the facility staff works closely with the IT staff to coordinate the rewiring of the Branches and to prepare for the upgraded technology services. Don reviewed significant repairs on the Yakima chiller last year and, although it is slated for replacement this year, suggested that the project be deferred until after the summer. The Trustees asked questions about the building, janitorial, and the fleet. The Trustees thanked Don and Chad for their good work and meeting presentation.

IV. CONSENT AGENDA

The consent agenda is a grouping of ongoing regular items that are presented to the Trustees for approval. Any of the items can be broken out and questions may be asked at any time regarding any of the items.

- A. Approval of minutes
- B. Approval of financial statements
- C. Approval of payroll and benefits
- D. Approval of expenditure vouchers

President Carolyn Calhoon-Dillahunt asked if there were any changes or modifications to the Consent Agenda. The Trustees reviewed the list of claim vouchers and asked questions regarding various vendors and expenditures.

MOTION: James E. Barnhill moved to adopt the Consent Agenda to include the February minutes, February financial statements, February payroll and payroll benefits, and expenditures. Richard E. Ostrander seconded the motion.
Motion unanimously passed.

General Fund			
Payroll Warrants			
314882	to	314983	\$151,146.17
314984	to	314996	\$152,190.23
<i>Total February Payroll and Benefits</i>			\$303,336.40
 Accounts Payable Warrants			
65136	to	65166	\$37,050.72
65167	to	65192	\$37,624.15
65193	to	65230	\$58,966.73
65231	to	65262	\$41,042.75
<i>Total February Warrants</i>			\$174,684.35
Total Warrants Disbursed			\$478,020.75

V. ACTIVE AGENDA

- A. Final 2008 Budget Amendment – Resolution #09-002

To accommodate changes in the final quarter of 2008, including the receipt of the Gates Funds which were budgeted in 2009, as well as the ordering of equipment and services in 2008 that were not received until 2009, a final amendment to the 2008 is recommended.

MOTION: Melba Fujiura moved the adoption of Resolution #09-002 Final 2008 Budget Amendment. James E. Barnhill seconded the motion.
Motion was unanimously passed.

B. Logo

A final draft of the logo was submitted with color and in black and white. It was unanimously agreed that the black and white presentation be selected as the new logo. Interim Director Hixson said that she would work with the attorney to ensure there were no violations of intellectual property or copyright protections.

C. District Updates

- i. *Union Gap* – Interim Director Hixson will confirm her meeting with the Mayor of Union Gap and selected councilmen to discuss 2009 library contract. Trustees Barnhill and Ostrander will also attend.
- ii. *Ready By Five* – President Calhoon-Dillahunt's letter from the Trustees was sent to Dr. Marieskind, Executive Director of Ready by Five. Dr. Marieskind has reported that an official acknowledgement letter will come from the Ready by Five Trustees, and that the Ready by Five Trustees understand that it is not in YVL's policy to provide capital funds to the Educare Project.
- iii. *Selah* – there has been no official contact from the City of Selah regarding a potential new library space. It is understood they are negotiating with Helm's for the possible acquisition of the former hardware building. The City expects negotiations to move forward quickly with a resolution by the end of March.

VI. **What Is Happening at the Library**

A. Interim Director Hixson presented updates:

- i. In response to Trustee Fujiura question about Washington Public Deposit Protective Commission Resolution No. 2009-1, it was reported that Library funds are secure through the County Investment Pool.
- ii. Staff Enrichment Day was very successful this year. Many staff reported it was the best staff enrichment day they had attended. The comments from the evaluation form were distributed.

B. Washington Library Association Conference – April 15 – 18

- i. Approximately 15 YVL staff will attend this year's conference.
- ii. Trustees are welcome to attend. Hixson asked that Trustees let her know soon for early registration if they chose to do so.

VII. **Executive Session**

A. President Calhoon-Dillahunt suspended the Regular Meeting of the Board of Trustees to convene an Executive Session under the provisions of RCW 42.30.110 (1)(b) real estate.

The Meeting was suspended at 5:00 p.m. and will resume at 5:25 p.m. Visitors were excused until 5:25.

B. The Regular Meeting reconvened at 5:25 p.m.

MOTION: Trustee James E. Barnhill moved that Trustee Jerry Maggard pursue potential available real estate options and report back to the Trustees. Melba Fujiura seconded the motion.
Motion was unanimously passed.

Yakima Valley Libraries
Board of Trustees
Regular Meeting Minutes
Tuesday, March 24, 2009

VIII. ADJOURNMENT

President Carolyn Calhoon-Dillahunt adjourned the meeting at 5:30 p.m.

Next meeting will be
Tuesday, April 28th at 4:00 p.m.
In the Downtown Yakima Library Boardroom.

Respectfully submitted,


James E. Barnhill
Secretary