

**BOARD OF LIBRARY TRUSTEES  
DRAFT MEETING MINUTES**

DATE: July 15, 2013  
 PRESENT: Mark Linde, Chairperson; Nancy Smith, Vice Chairperson; Daryle Brown; Janet Johnson Plumer; Janet Landerholm; Jocelyn Meek; Margaret Mone; Elizabeth Wolfe, Library Director  
 ABSENT: Elliot Miller  
 VISITORS:  
 RECORDING: Elizabeth Marcus, Director

TIME: 6:30 p.m.

PLACE: Main Library

TOPIC/AGENDA	FINDINGS/DISCUSSION	RECOMMENDATIONS/ACTIONS	FOLLOW-UP
1. Acceptance of Minutes	There were no minutes from June, as the meeting was cancelled due to a power outage in the library.		
2. Hearing of Visitors	No visitors		
3. Director's Report	Please see attached Director's Report. Special edition 100 <sup>th</sup> Anniversary library cards were distributed. These will be offered in place of regular library cards to new registrants. Cards may be sold for \$3.00 to anyone who wants to replace their existing library cards with the commemorative one.		

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4. Chairman's Report	Jocelyn Meek was welcomed as a new library trustee. In order for her to have voting rights, she must be sworn in to her office.		
5. Committee Reports	<p>Scholarship Committee:                      Janet Landerholm reported that the committee has completed the application form. Marvin Sezak is drafting fundraising letters to send to organizations that John Thomas was affiliated with. Betsy reported that setting up a special City-managed trust fund will probably need City Council approval. Next meeting is August 19.                      Motion by Janet Landerholm to use a \$2,000 bequest from the estate of Katherine Oldham (not yet received by the library) to establish a John C. Thomas Memorial Scholarship fund; Janice Johnson Plumer seconded; voted unanimous approval.                      Motion by Janet Landerholm to allow \$2.00 of each \$3.00 sale of special edition 100<sup>th</sup> Anniversary library cards to be earmarked for the John C. Thomas Memorial Scholarship fund; Nancy Smith seconded; voted unanimous approval.</p>		
6. Old Business			
7. New Business	<p>Library Director salary schedule and contract revision: After discussion of what constitutes proper procedure, motion by ?? to table the discussion until August 12 at a meeting to include the City's Personnel Director and Legal Department representative; Nancy Smith seconded; voted unanimous approval.</p> <p>b. Library staffing position openings: Motion by Margie Mone to allow Library Director to hire all new personnel over the summer except for Circulation Supervisor, with ratification by Board of Trustees after the fact in order to expedite hiring of part time personnel; Janet Landerholm seconded; voted unanimous approval.</p>		
8. Adjournment	Meeting adjourned at 8:00pm. Next meeting August 12, 2013	Motion by Nancy Smith, second by Daryle Brown; so voted.	