



94341 Third Street, Gold Beach, OR 97444; 541-247-7246

CURRY PUBLIC LIBRARY BOARD MEETING MINUTES

August 19, 2016 at 5:00 at the Curry Public Library

Minutes by Jeremy Skinner

1. Call to Order @ 5:00 pm

-In attendance: Alan McGuiness (Lib. Board), Sandy Grummon (Lib. Board), John Harper, (Lib. Board), Tim Scullen (Lib. Board), Jerry Herbage (Lib. Board), Jordan Popoff (library staff), Jeremy Skinner (library director)

2. Citizen Concerns

-There were no citizen concerns.

3. Review and Approval of Minutes

- June 14, 2016: Sandy Grummon made a motion to approve the minutes. Tim Scullen seconded the motion. Jerry Herbage abstained from voting because he was not present for the meeting in question. The vote in favor was unanimous by the remaining four board members.
- June 28, 2016: Sandy Grummon made a motion to approve the minutes. Tim Scullen seconded the motion. Jerry Herbage abstained from voting because he was not present for the meeting in question. The vote in favor was unanimous by the remaining four board members.
- April 12, 2016: Jerry Herbage made a motion to approve the minutes. Tim Scullen seconded the motion. Sandy Grummon abstained from voting because he was not present for the meeting in question. The vote in favor was unanimous by the remaining four board members.

4. Friends of the Library Report (Sandy Grummon)

- The Friends of the Library had a successful booth at Rotary's Party in the Park.
- The Friends of the Library are creating a legal contract to transfer \$200,000 to the Curry Public Library Foundation of Gold Beach. The contract would stipulate that the funds would be required to be spent on the library building project if they are needed. Otherwise they can be used as the Foundation deems appropriate for the support of library programs. Grummon explained the reasons why this transfer was in everyone's best interest.
- Jeremy Skinner provided an updated on the FOL fundraising efforts for the library.
- Grummon announced that the FOL are creating a brochure to be mailed out with an annual capital campaign this fall.
- The Friends of the Library are planning a staff appreciation event on the morning of September 23rd.
- The Curry County Reporter published a nice article about the Friends of the Library.

5. Financial Report

-see attachment

6. Director's Report (Skinner relayed information about the following subjects; for more information see attachment)

-Annual Report

- Grants, Gifts, & Learning Center Partners
- Programs
- Building and grounds
- Network Upgrade
- CCLN

7. Old Business

- There was no old business.

8. New Business

- Plan for using south exit as main library entrance during construction: Alan M. recommend that we begin looking into making sure lighting is adequate on the south side of the building. He also recommended that we look into acquiring a new door with windows for that location. Tim S. recommended that we attempt to mitigate rust on railings to the ramp on the south of the building.
- Architectural Design: Skinner reminded the board that Joe Slack would be presenting his initial design ideas for the library expansion on August 29th at 5:00.
- Learning Center Project Manager: Skinner asked the board if it would support him issuing a request for letters of interest from potential project managers to review architectural plans, contracts, and regularly monitor construction. After discussion, there were concerns about both the costs and necessity of this work. Skinner commented that he really felt like some form of project management would help ensure that the work was done according to budget without compromising quality. It was the preference of the board for Skinner to draft a more specific plan including a specific outline of tasks and the amount of time required for each task, and an estimate on the cost of the work. The board agreed to re-consider the question at a future board meeting.

9. Adjournment @ 6:30 pm