



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

CURRY PUBLIC LIBRARY BOARD MEETING MINUTES

December 15, 2015 at the Curry Public Library

Minutes by Jeremy Skinner

1. Call to Order @ 5:15 pm by chair Alan McGuiness
 - In attendance: Sandy Grummon (Lib. Board), Jerry Herbage (Lib. Board), John Harper (Lib. Board), Alan McGuiness (Lib. Board), Tim Scullen (Lib. Board), Jeremy Skinner (library director), Jordan Popoff (library staff)
2. Citizen Concerns
 - none
3. Review of minutes
 - November 10, 2015 minutes: After a discussion of some minor clarifications to the minutes, Jerry Herbage made a motion to approve the minutes as amended; Sandy Grummon seconded the motion; the vote in favor was unanimous.
 - November 17, 2015 minutes: Jerry Herbage made a motion to approve the minutes as amended; John Harper seconded the motion; the vote in favor was unanimous.
4. Friends of the Library Report (Sandy Grummon)
 - The Holiday Bazaar raised \$450. The FOL booth tied for best booth.
 - The FOL had a successful holiday party at the Rod n' Reel restaurant.
 - Saturday January 23 @ 2:00 pm is scheduled as the official launch event for the Library Learning Center project.
 - The Friends annual book sale is scheduled for Presidents' Day weekend; the location is to be determined.
5. Financial Report
 - 88% of the projected tax revenue for FY 2015/16 has been received.
 - Skinner shared the financial review conducted by Joe Wegner. Skinner agreed to investigate the reference in the cover letter to a "management report."
6. Directors Report (see handout)
7. Old Business

- Architecture RFP: Skinner reported that the RFP was published, and the library is waiting for responses.
- Wetlands mitigation update: Skinner reported that Anita Andazolla from the Army Corps of Engineers plans to visit the library to view the completed work. Andazolla also confirmed that the mitigation work covered the fill acreage that is planned for construction of the library addition. This means the library will not have to do any additional mitigation work or apply for a new permit.

8) New Business

-Holiday schedule for 2016: Skinner proposed the following holiday schedule:

Friday	Jan 1, 2016	New Year's Day
Monday	Jan 18, 2016	Martin Luther King Day
Monday	Feb 15, 2016	Presidents' Day
Monday	May 30, 2016	Memorial Day
Monday	Jul 4, 2016	Independence Day
Monday	Sep 5, 2016	Labor Day
Friday	Nov 11, 2016	Veterans Day
Wednesday	Nov 23, 2016	Thanksgiving Eve – close at 3:00
Thursday	Nov 24, 2016	Thanksgiving Day
Saturday	Dec 24, 2016	Christmas Eve – close at 3:00
Sunday	Dec 25, 2016	Christmas Day
Monday	Dec 26, 2016	Christmas comp day
Saturday	Dec 31, 2016	New Year's Eve – close at 3:00
Sunday	Jan 1, 2017	New Year's Day
Monday	Jan 2, 2017	New Year's comp day

2 days to be determined for building maintenance and staff development (these days may be broken into 4 ½ days).

- Jerry Herbage made a motion to approve the calendar as amended; Sandy Grummon seconded the motion; the vote in favor was unanimous.
- Water issues with gutters and crawl space: Tim Scullen expressed concerns about water collecting in the crawl space during heavy rains. Scullen and Herbage inspected the space and observed the water, and Scullen cleaned out debris from the gutters. It was recommended that humidity be monitored; Skinner agreed to purchase a humidity meter for the library. Harper recommended larger gutters be added to the library; the ones on the library are residential size. Skinner noted that he was planning to have a contractor put a drainage in the basement that would connect to the parking lot drainage.

9) Adjournment @ 6:25