



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

CURRY PUBLIC LIBRARY BOARD MEETING MINUTES

September 21, 2018 at 4:00 pm at the Curry Public Library

Minutes by Jeremy Skinner

1. Call to Order @ 4:00 pm

-In attendance: Sandy Grummon (Lib. Board), Jerry Herbage (Lib. Board), John Harper (Lib. Board), Tim Scullen (Lib. Board), Alaina Pepin (Lib. Board), Jeremy Skinner (library director), Jim Boyle (Friends of the Library), Karlie Wright (Lib. Staff), Rebecca Marcus (Lib. Staff)

2. Citizen Concerns

-none

3. Review and Approval of Minutes

-August 17, 2018: The numbering of agenda items was noted as incorrect. A motion to approve minutes as amended was made by Jerry Herbage; 2nd by Alaina Pepin; the vote in favor was unanimous.

-August 24, 2018: The numbering of agenda items and punctuation was noted as incorrect. A motion to approve minutes as amended was made by Jerry Herbage; 2nd by Alaina Pepin; the vote in favor was unanimous.

4. Friends of the Library Report (Jim Boyle)

-A group of FOL members will be meeting next week with Rebecca Marcus to learn about the steps involved in setting up the library meeting spaces for programs.

-The FOL are looking into writing a grant for blinds in the two new meeting rooms.

-Jim Boyle is planning to attend the Learn By Doing grant-writing workshop

-The FOL are preparing their booth and book sale for the Holiday Bazaar

5. Financial Report

-Skinner noted that the library is freezing all non-essential expenses to ensure adequate funds until November tax revenue arrives.

6. Learning Center Report (Rebecca Marcus)

-from Aug 18-Sept 20 there were 36 room reservations by 20 different groups, including 16 non-profits.

7. After School Program Grant Report (Karlie Wright)

-Karlie provided a summary of the planning and prep work that has taken place for the program

-An overview of the weekly program schedule was shared

8. Director's Report (see attachment)

9. Old Business

-Construction: Skinner provided an update on outstanding construction tasks

10. New Business

- Special Districts Insurance inspection report: Skinner shared the final inspection report
- Preventative Maintenance Policy: The board reviewed a proposed preventative maintenance policy. J. Herbage made a motion to approve the policy; T. Scullen seconded the motion; the vote in favor was unanimous.
- Library Director vacation allocation: J. Herbage made a motion to allocation 5 additional vacation days in this fiscal year to the library director; the motion was seconded by A. Pepin; the vote in favor was unanimous.

11. Adjournment @ 5:33 pm