

## **Minutes Wells Branch Community Library Board Meeting Tuesday, July 10th, 2012**

The meeting was called to order by Megan Sylvester at 6:20. Trustees present: Megan Sylvester, Roberta Mankowski, Karen Mappin and Faye Cormier. Library bookkeeper/administrator, Etta Sanders, was present, filling in while Donita Carlquist-Ward is out on maternity leave. No citizens were present.

1. Citizen Comments, limited to three minutes unless more time is granted by meeting chair
2. Accept minutes as distributed
3. Accept Bookkeeper/Administration's report
4. Accept Committee Reports

Karen made a motion to accept the consent agenda items. Roberta seconded. Motion passed.

### **Agenda Items:**

Discuss and take possible action on calling a District election. There are three positions in rotation for election. Etta will find out the date for this election. We need to advertise these openings in the usual Library publications. Current members who want to continue to serve, must fill out the appropriate forms. Karen made a motion to call an election for WB Board Trustees, in conjunction with the Presidential election. That election is November 6<sup>th</sup>. Faye seconded. Motion passed.

Discuss and take possible action on repair bids for internal door. Megan made a motion to accept the bid from Morris Glass, with a 20% difference from their bid. Karen seconded. Motion passed.

Discuss and take possible action on amount of additional mortgage payment.

Karen made a motion that we make an additional mortgage payment of \$30,000, using the CD that matured. Faye seconded. Motion passed.

Discuss and take possible action on Technology RFP. Need to post a request for quote to supply computer technology services to the WBCL.

Discuss and take possible action on a date for the Annual Retreat. We discussed possible dates in September and October. We decided on Sept 9<sup>th</sup> for the Annual Retreat, starting at 1:00 pm. Faye has some ideas for Team Building, and she will follow up. Etta asked about the timing for the library satisfaction survey. We think it's in August. Etta will follow up.

**Trustee items:** Announcements by Board members

### **Future agenda items:**

Bids for graffiti removal from the Library sign  
Annual Retreat  
Budget items  
RFQ for Technology  
Security cameras

Next meeting: August 19<sup>th</sup> at 5:00. Meeting Adjourned at 7:10.

Respectfully submitted,

Jill Traffanstedt  
WBCL Secretary