

COW MEETING NOTES

Monday, Feb. 3, 2020

Katie Bittner present via iPad. Jodi Ehrenberger, Shelley Hay, and Gary Padesky absent and excused.

Shanneon Grant, Cynthia Arauz, Loretta Kilmer, Alan Mask, Russ McClintock, and Elaine Petersen were also present.

- Loretta provided the history and function of the Special Trustees Fund. She explained the origin of various bequests as well as their terms of use. She again noted that these funds can not be used for operating costs. The Bruder fund must be spent on children's programming, but not more than interest earned. Special Trustees was replenished with \$51,931 from Gert Gordon with Board approval. The Building Fund began in the early 1990's. Jim White started Books 2000 and Beyond. We paid \$200,000 to LCHS and helped them fund raise the rest of the money they needed to move from our building. They agreed to give us back 50% of the pledges they received over their target of \$450,000. A discussion followed regarding fundraising and estate planning. The Board would like to address this topic in the future.
- Shanneon shared a revised proposed timeline for CIP requests and summarized the prioritized projects. She explained that the 2021 Flooring request would not include shelving and the project would need additional funding sources to complete both flooring and shelving. Russ noted that South needs updated wiring throughout the building. It would still be more cost effective to update the current building, as building a new structure would be \$3 to 12 million dollars. Upgrading and updating also demonstrates the library being good stewards of the tax payer's money. As there is no consensus on Main Hall (Board or staff), Shanneon provided a summary highlighting the agreed upon points in the CIP. A vision would be needed for future fundraising. Russ noted that the newer shelving upstairs has improved lighting and line of vision, as this can be a security concern. He also noted the installation/replacement of water fountains with fountain filling stations. He is also looking into resurfacing the parking lots, which could be between \$6,000 – \$7,000. Shanneon will have her monthly meeting with the Mayor tomorrow.
- Shanneon explained the current meeting room policy, and noted Main Hall's differences (not reservable, limited availability). There is no current documentation of fee structure. She noted the case of the Needlework Show and the minimal fees paid in the past. For consistency, library management feels that Main Hall should have the same fee structure as the auditorium. A motion to accept this fee structure will be requested at next week's board meeting.
- As there is no current Library Program Policy, one was drafted and sent to the board for review. Shanneon provided an overview, and would like approval at next week's Board meeting.
- Shanneon is proposing closing South to library services on voting days: April 7 and November 3. This has been done in the past with some push back from patrons requesting held materials. This will require approval at next week's Board meeting as well.
- The by-laws will need to be suspended again for COW to continue meeting.
- Sue will be absent from the March COW meeting.