

**BANKS PUBLIC LIBRARY BOARD  
Meeting Minutes—June 18, 2013**

**Attending:** Teri Branstitre, Pete Edison, Michael Nelson, JoAnn Pari-Mueller, Marion Steinbach and Michelle Winter  
**Staff:** Denise Holmes

The Executive Session was called to order at 6:14pm and adjourned at 6:47pm. Teri Branstitre, Michael Nelson, JoAnn Pari-Mueller, Marion Steinbach and Michelle Winter were present for the Executive Session which met to discuss Denise Holmes' performance evaluation.

This Library Board Meeting was called to order at 6:57pm

**Welcome & Introductions**

**Appearance of Interested Citizens** – None

**Additions to Agenda** – None

**Library Board Minutes** – Michael Nelson moved that the May minutes be approved. Michelle Winter seconded the motion and it carried unanimously.

**Library Expansion Update**

- Christine Fore is has registered the project with Meyer Memorial Trust. Denise is gathering letters of support and other information that Christine needs for the applications. Christine has learned that Murdoch is moving away from capital building projects. She has researched other possible grantors and has identified Swindells Foundation as a possible source.

**Policy Review—Internet Guidelines**

- Teri Branstitre moved to accept the Internet Guidelines document for submission to the City Attorney with corrections made. Michael seconded and the motion was carried.

**City Update—**

- There was discussion about re-doing the purchasing ordinance.
- The Council reviewed new job descriptions with performance evaluations
- Council passed ordinance creating new zoning—low density, single family and mixed use.
- Council is applying for a grant for planning for the revitalization of Main Street and the City.
- Full City report available at the City Council offices.

**Executive Board Report –**

- Denise reported on the Executive Boards' retreat. The next step is discussion of the funding formula and how to include Aloha in the next levy cycle funding.
- There was recognition that small libraries are underfunded and the reimbursement method needs redefinition.
- Washington County to gather information via email survey instead of using a phone survey.

**Director's Report –**

- Staff working on their reviews due early July.
- Since Laura White was already a temporary employee for City Admin, she is filling the Library Page position until she goes away to college in September. The position will then be advertised.
- Ending fund balance for FY2012-13 was closer to the budgeted amount than usual because Denise had unexpected expenses from the renovation and had to replace a computer.
- Overwhelming summer reading sign-ups.
- Denise Holmes, Pete Edison and Jolynn going to "Regards to Rural" event.

**Friends Report –**

- June 23<sup>rd</sup> will be the Build-A-Burger fundraiser.

**Meeting adjourned 7:55pm**

**Next Meeting:** July 16, 2013,

Respectfully submitted,

Michelle Winter & Denise Holmes