**WALLA WALLA PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

Minutes
September 21, 2011

The regular meeting of the Walla Walla Public Library Board of Trustees was called to order at 5:18 p.m. in the Walla Walla Public Library Board Room by Chair Gene Dahl.

**BOARD MEMBERS PRESENT:** Gene Dahl, Lou Holm, Jane Ellen Innes, Ryan Schreck

**BOARD MEMBERS ABSENT:** Kathy Foster

**STAFF MEMBERS PRESENT:** Beth Hudson, Library Director; Jeanne Haney, Administrative Secretary

**CITY COUNCIL LIAISON ABSENT:** Conrado Cavazos, Jr.

**VISITORS PRESENT:** Dick Swenson

Chair Gene Dahl determined that a quorum was present. Dick Swenson was welcomed. The agenda was approved with the additions of review of Library Policy 12: Rules of Conduct and review of the letter to City Council.

Beth Hudson has been promoted to the position of Library Director. Congratulations were extended by the Board.

Ryan Schreck moved that the minutes of the August 17, 2011 regular meeting be accepted. Jane Ellen Innes seconded the motion. There was no discussion. The motion unanimously passed.

The August 2011 Financial Statement and Voucher Transmittal were reviewed. Revenues from proctoring tests and the Rural Library District contract were discussed.

The proposed revisions to Library Policy 3: Library Materials Selection were reviewed. Ryan Schreck moved that Policy 3 be approved as amended. Jane Ellen Innes seconded the motion. There was no discussion. The motion unanimously passed.

Minor revisions were suggested to eliminate redundancy in the staff procedure for reviewing challenged books.

The proposed revisions to Library Policy 6: Overdue and Lost Library Materials were reviewed. Jane Ellen Innes moved that Policy 6 be approved as amended. Lou Holm seconded the motion. There was no discussion. The motion unanimously passed.

The revision proposed by staff to Library Policy 12: Rules of Conduct were reviewed. The proposed revision is at the suggestion of the City Attorney following a recent incident in the Board Room. Lou Holm moved the Policy 12 be approved as amended. Ryan Schreck seconded the motion. There was no discussion. The motion unanimously passed.

The Director's report included the following:

- A third meeting is scheduled on September 29th with representatives from the City and the Rural Library District to negotiate the 2012-2013 contract for library services for County residents. The City is proposing the contract be based on the formula Library Consultant Ruth Metz provided in her study. At the second meeting the RLD offered an amount significantly less than the amount based on the consultant's funding methodology.
- Three staff members are serving on committees formed to evaluate city services using Baldrige criteria.
- The Library was awarded a grant by the Washington State Library which will provide a Nook, Kindle and iPad for training which will enable staff to provide better service in helping customers download audio and ebooks.
- The Kindle can now be used to download ebooks from OverDrive.
- The Reading Garden is complete. The area receives many compliments and is being used.
- Coffee is being sold at the Library as a fundraiser for Friends of the Library. The Union-Bulletin will be publishing an article about the coffee service and the Reading Garden in this Sunday's newspaper.

The letter Jane Ellen Innes prepared on behalf of the Board expressing concerns with Ruth Metz Associates was reviewed and revised. The Board instructed Jane Ellen to send the letter to the Mayor and City Council.

The Library offers free computer classes on an ongoing basis to teach basic computer skills. Senior citizens frequently take advantage of these classes.

The date for the October regular meeting was tentatively set for October 26th.

The monthly report and statistics were reviewed.

Jane Ellen Innes moved that the meeting be adjourned. Ryan Schreck seconded the motion. There was no discussion. The motion unanimously passed. The meeting was adjourned at 6:15 p.m.

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Chair of the Board Secretary to the Board