

## REGULAR MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A Regular meeting of the Riverdale Public Library District Board of Trustees was called to order by President Bill Burford at 7:40 P.M. on Monday, December 8, 2008 at the Riverdale Library.

### ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Present; Trustee Burns, Present; Trustee Foy, Absent; Trustee Freeman, Absent; Trustee Roberts, Present; Trustee Washington, Absent; President Burford, Present. There was a quorum present to conduct business.

Also present were Adelle Swanson and Barb Diehl.

Trustee Freeman arrived at 7:51 P.M.

### MINUTES:

The minutes of the meeting of November 10, 2008 were approved as distributed and placed on file for audit.

### COMMUNICATIONS:

Open Meetings Act legal opinion update; Lowest responsible bidder legal update; LIMRICC/PHIP plan design review for 2009; Thank you for donation to Harvest Party; Gates Foundation Opportunity Online survey; Donation in memory of Patsy Hughes from Mary Thillman.

### TREASURER'S REPORT:

The Treasurer's report was presented by Adelle Swanson. Trustee Roberts **MOVED That the Library pay bills in the amount of \$3,457.93.** The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The bills will be paid and the report placed on file for audit.

Adelle Swanson distributed a copy of the temporary bonus policy. As Brett Shelton has been on leave for 2 months, the policy will be invoked.

Adelle Swanson noted that any raises over 4% were a result of coverage for staff on medical leave. The 5% maximum included Mrs. Swanson this year.

### LIBRARIAN'S REPORT:

The Librarian's report was presented by Adelle Swanson. The Librarian's report was accepted and placed on file for audit.

### MISCELLANEOUS ACTIONS:

Press release sent on Trustee positions; Standard mileage rate is 55 cents effective January 1, 2009; Tarita and Emerald Clark incident resulting in permanent banning from computers (letter returned as "unable to forward"); Incident report – no names; Incident report L. Simmons; Gates Foundation Opportunity Online survey completed; Congratulatory notes sent to local legislators after November 4<sup>th</sup> election.

### REPORTS OF COMMITTEES AND OFFICERS:

Trustee petition packets are available for candidates.

President Burford extended the due date for the "Reaching Forward" committee to May 2009.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

Trustee Burns MOVED That the Library Board accept the proposal of William A. Lau and Company to audit the Library’s financial records in the amount of \$4,925.00. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. Payment will be \$2,650.00 upon completion of the preliminary report and \$2,275 upon delivery of the final report

Trustee Roberts MOVED That the Library Board adopt the revisions to the Customer Registration Policy. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The main changes were regarding foster children, contacting references, and issuing cards the same day if possible. The policy will indicate the revision date of December 2008 and will be updated in the policy manuals.

Trustee Burns MOVED That the Library Board approve the proposed change to charge non-residents a fee of \$1.00 to use the computers effective February 10, 2009. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The public will be notified of the upcoming change in policy.

Trustee Avant-Holloway MOVED That the Library Board ratify the resignation of Ken Gray. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The appropriate paperwork has been processed for termination.

Trustee Roberts MOVED That the January 12, 2009 meeting be cancelled due to an anticipated lack of business to come before the Board. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. Notification will be given to the media and posted for the public on the web site and in the Library.

ANNOUNCEMENTS:

Next regular Board meeting, Monday, February 9, 2009 at 7:30 P.M. at the Library

ADJOURNMENT:

President Burford adjourned the meeting at 8:36 P.M.

Trustee	Bills	Lau Audit	Cust. Registrn.	Comp. Charge	Resig. Gray	Cancel 1/12/09
Avant-Holloway	Aye	Aye	Aye	Aye	Aye	Aye
Burns	Aye	Aye	Aye	Aye	Aye	Aye
Foy	Absent	Absent	Absent	Absent	Absent	Absent
Freeman	Absent	Aye	Aye	Aye	Aye	Aye
Roberts	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Absent	Absent	Absent	Absent	Absent	Absent
Burford	Aye	Aye	Aye	Aye	Aye	Aye

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

Maurice Roberts, Secretary