

Woodward Public Library  
Board Meeting Minutes  
April 3, 2023  
5 p.m.

Attending: Sandra Dickson, David Elliott, Maureen Tiernan, Pat Verrips, Jessica Hass, by phone, and Director Myrna Griffith.

1. Call to Order by Vice President Dickson as Elliott, while attending, had oral surgery in the morning.

2. Approval of Agenda: Motion by Pat Verrips, seconded by Elliott; approved.

3. Public Comments/Guests- Jim Gough and Mary Bustad

4. Approval of Minutes from meeting of March 6, 2023.- no minutes were available to approve.

5. Approval of Bills: Motion by Tiernan, second by Verrips; approved.

Budget Discussion 2022-2023: The budget remains very, very tight for the end of the year.

6. Education: Director Griffith reported on the job of the Director including Board support, cataloging, program planning, reviewing donated books, weeding the shelves, statistics, answering questions, creating a newsletter, advertising, and cleaning.

7. On-going business

a. Library Newsletter Discussion/Action? : There will be no March issue.

b. Directors Comp time and vacation time, etc.: 9 hours of comp time to be used, Director vacation the 2nd week of April. Elliott and Dickson will cover 2 gaps in coverage.

c. Board of Trustees Terms/Contact information: Dickson, Elliott, McGlade terms expire at the end of June this year, Dickson indicates she will continue as a trustee.

d. The Bin: The clothing recycling bin will arrive in April.

3. Other

8. New Business

a. Price of Copies/Faxes/etc. Discussion/Action: Elliott moved to set the price at 20 cents per copy, regardless of color, and all fax jobs will be \$1.00, regardless of number of pages. Seconded by Verrips, and approved by the board.

b. Planning for Social Center Meals Discussion/Action?: June, July, and August. While willing to contribute food, nobody at the meeting was interested in heading the planning of the meals. It was suggested that Kathy Butler would be a good choice. Elliott will contact her.

9. Reports

a. Director's Report with Snapshot: Visits and check-outs are both up.

b. Foundation Report

Director's Requests/Foundation Responses Discussion: One request was approved with several requiring further detail for consideration by the Foundation.

c. Petty Cash Report

10. Board Comments: Elliott requested help for the joint Lions-WPL Easter Egg Hunt. Verrips will help.

11. Next meeting Monday, May 1, 2023 at 5 p.m.

12. Adjourn: Motion by Verrips, second by Elliott, adjourned at 6:08.

David Elliott 5-1-23