

WPL Library Board Minutes
November 6, 2023

Attending: Sandra Dickson, Jessica Hass, Zane McGlade, Pat Verrips, David Elliott, Maureen Tiernan by phone, and Director Myrna Griffith. Absent - Kathy Butler.

The meeting was called to order by President Dickson at 5:04 pm. Dave made a motion to approve the agenda, seconded by Zane; approved unanimously. Mary Bustad and Jim Gough were guests in attendance but neither spoke at this time.

Zane moved to accept the minutes as presented, seconded by Jessica; approved unanimously. Pat moved to accept the bills as presented, seconded by Dave; approved unanimously.

Dave presented the education item on a series of webinars by the State Library titled "Where Cities meet Libraries" focusing on buildings and budgets. The final session will take place in December.

ONGOING BUSINESS: Jessica gave an update on Holiday Fundraiser plans. A discussion was held about no budget dollars being available for carpet shampooing, so the matter was tabled until after the winter season. Pat reported that 66 kids stopped for candy bars on Beggar's Night. Myrna spoke to a space issue as the children's book section is full and needs to be weeded, but she is in the middle of weeding other areas of the library. It was determined that this is a task that could be performed by volunteers, so Myrna will recruit/train people for this task.

NEW BUSINESS: There is confusion over Veteran's Day and inclement weather closures. After debate, clarification will be sought from Woodward City officials. A new program to provide volunteer ID badges/lanyards was discussed and Myrna, with consensus of the board, will move forward with implementation. Since a Youth Librarian replacement has not been found, there is a need to oversee an ALA grant that she completed. Pat is willing to help complete the work and evaluation and Myrna would like to compensate her for the help. Discussion took place on board members who cannot be paid employees and it was determined that consultation with the State Library would help move this forward.

There was a budget presentation by Myrna and Councilman Jim Gough, suggesting salaries and mandatory budget items be prioritized but try to propose no more than a \$5,000 increase for the 24-25 fiscal year. A concept to remove our part-time employees and add a full-time, or Youth Librarian with more hours, was discussed. Extensive debate made it clear the board has numerous concerns over this approach and a special meeting was set for November 16th to continue the budget work. Jessica had to leave at 7:10 pm but a quorum remained.

Finally, a citizen suggestion to merge the 'Library Happenings' newsletter with the foundation's 'About Woodward' newsletter was discussed. The board reached consensus to move ahead with the merger, using a library database to email the combined newsletter, pending approval from the foundation. The foundation will still contribute prepared articles and the library will solve email challenges to make this work.

REPORTS: The Snapshot, Director's Report, and Foundation reports were briefly discussed. Myrna reported that we received a grant check from Walmart for \$800, but the grant application and purpose need to be looked up. Dave requested a 'round-robin' to determine where board members were leaning on budget planning in order to help prepare data and proposals for the 16th work session.

Next meetings are November 16th at 6:00, and December 4 at 5:00.

Zane moved to adjourn, seconded by Pat. The meeting adjourned at 7:45 pm

Minutes submitted by substitute Dave Elliott.

David Elliott
12-4-23