

**Board of Directors**

**Summary of Meeting July 9, 2019**

Board Present: Stephen Hillis, Susan Stovall, Karen Esvelt, Royce Embanks

Board Absent: Guy Chittenden

Staff Present: Jane Ellen Innes

Guests: Kate Zemke, Jefferson County Clerk

**I. Call to Order**

The meeting was called to order by chairperson, Stephen Hillis, at 4:00 pm.

**II. Acceptance of Agenda and Establishment of Quorum**

It was confirmed that a quorum was established. Stovall moved that the agenda be accepted with flexibility. Esvelt seconded. Motion passed unanimously.

**III. Public Comment**

No public comment.

**IV. Acceptance of Minutes Summary**

A summary of the June meeting was distributed, along with a summary of the budget hearing, both on June 11. It was moved by Stovall, seconded by Esvelt to accept the minutes as presented. Motion passed.

**V. Financial Review**

The June income statement and balance sheet were reviewed and accepted as presented.

**VI. Old Business**

The Urban Renewal proposal was discussed and concerns about future tax money to the library were expressed.

A Westside Community Campus project meeting is scheduled for July 12. Both Stephen and Jane will attend.

Susan and Karen agreed to coordinate a Farewell/Welcome event for DeRese and Jane, and will meet before the next Board meeting to work through details.

Jane met with Todd Dunkleberg, DPL Director, about the new RFID system timeline, installation, and costs.

**VII. New Business**

A. Appointment of Incoming Board Members

County Clerk, Kate Zemke had notified Embanks that he had received the highest number of write-in votes during the last Board election. The Board approved his election to the Library Board via email vote (unanimous). Conflict of interest forms were distributed to all and will be sent t the County Clerk’s office.

B. Policy Review

The Board agreed that the Global Governance Commitment, Governing Style, Collection Development Financial Condition, and Financial Planning/Budget complied. Jane agreed to contact Margo Helphand to set up a refresher for the board.

**VI. Reports**

The Director’s and Youth Services reports were discussed. Jane will be hiring an adult services specialist soon.

**VII. Adjournment**

With no further business before the board, the meeting was adjourned at 6:02 pm. The next meeting is scheduled for Tuesday, August 13, 2019 at 4:00 pm in the Rodriguez Annex.

Respectfully Submitted,

Karen Esvelt, Secretary

Jefferson County Library District Board of Directors