



## Library Board Executive Committee Meeting Summary May 9, 2016

### LIBRARY BOARD

**President:** Christopher Damsgard

**Vice-President:** Caitlin Cahill

**Secretary:** Sandy Johnson

Adja Ann · Katherine Blauvelt

Barbara Fenton · Jonathan Gaw

Jill Joseph · Kathleen Lamb

Samuel Neisen · Jane Shanard

### LIBRARY DIRECTOR

Lois Langer Thompson

The Library Board Executive Committee met Wednesday, May 9, 2016, Ridgedale Administrative Offices, Conference Room 172.

**Attendees** Committee members: Chair Chris Damsgard, Caitlin Cahill, Sandy Johnson and Jill Joseph  
Library Board member: Jane Shanard  
Staff: Nancy Palmer, Thomas Rupp, Rondi Shenehon, Lois Langer Thompson and Marilyn Zastrow

### Welcome and Call to Order

Chair Chris Damsgard called the meeting to order at 4:03 p.m. and welcomed attendees.

### Approval of agenda and meeting summary

Jill Joseph made a motion to approve the agenda and the February 24, 2016 meeting summary; seconded by Sandy Johnson. Motion passed.

**Public Comment** None

### Library Board gaps and opportunities

- Strengthening Library Board relationships
  - Chris Damsgard discussed the value in strong board relationships and asked for ideas to accomplish this. Social events, conference attendance, changing seating assignments at meetings, using the new business section to have members bring ideas forward and serving on committees were offered as ideas. Jane Shanard offered to host an event on August 24 after the board meeting.
- Onboarding for new members
  - Library Director Thompson gave an overview of orientation for new members. The Committee discussed ideas for onboarding including: an introduction to Roberts Rules of Order, explaining the flow of the meeting, the nature of an advisory board, how best to contribute at meetings, assigning a mentor and refresher orientations.
- Communication with County Board
  - The Committee discussed ways to connect with the County Board beyond individual relationships. Other ideas included: a workshop with the County Board to fulfill the advisory to the County Board role, hearing the County Board's message in order to support their goals, regular reports on MELSA to the County Board Chair and inviting Commissioners to Library Board meetings with a clear message from the Library Board.

### 2017 operating budget

- Nancy Palmer walked through the 2016 budget in order for the board to understand the changes that the library is recommending. The Committee liked the added detail and visual impact of the pie charts. The information is easy to understand and enough detail to display the full budget.
- Three technology questions were referred to IT staff for the next Board meeting: how often are IT computers replaced; how many iPads does the Library have; cost of a public computer versus a staff computer.
- The board is interested in national comparisons to other similar library systems.
- Library Director Thompson discussed the preliminary budget issues for 2017 including the 102 percent requirement. At the Board meeting an explanation of property tax requirement and the full budget will be explained.

### Adjourn

Jill Joseph made a motion to adjourn the meeting at 5:10 p.m.; seconded by Sandy Johnson. Motion passed.