

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
May 8, 2023

The meeting was called to order by Toby Carver, Board Chair. Those in attendance were Toby Carver, Jeanne Shove, Shelli Miller, Barbara Jarman, Chris Porter, Terry Foster and Janice Sharp.

Jeanne made a motion to approve the agenda; Barbara seconded. Motion carried; vote was unanimous.

Shelli made a motion to approve the minutes; Jeanne seconded. Motion carried; vote was unanimous.

Shelli made a motion to approve the financial report and pay bills for May; Chris seconded. Motion carried; vote was unanimous. Janice shared that the bills that are being paid are for regular expenses and that we are paying for our summer performers scheduled for June and July. We did receive our first aid payment from SCKLS.

In the Director's report, Janice provided a copy of information regarding State Aid and the payments we receive annually. She has provided an updated program flier for the summer reading program and shared that she had been at West Elementary this afternoon – speaking to about 325 children.

Janice reminded that we will be having a speaker on Thursday, May 18, doing a program about the Harvey Girls. The program begins at 1 PM. Janice presented information regarding what would be needed if we were to request an increase in our funding from the City. She had contacted Paul Hawkins for his input on what would be required. He sent information via email stating that there is a City ordinance that limits our funding at 4.5 mills. If we were to request more, the ordinance would need to be revised. The Board decided that we would not increase our funding request from the City but would request that the Council approve a revised ordinance. Janice will contact Brent and Barry at City Hall.

We have been contacted by Justin Bell of Weigand Realty requesting information about the Library so that he can develop digital information about the Library to use in potentially selling real estate in Valley Center. Janice and Terry stated that staff does not have the time to peruse through Facebook for pictures or write up information for him. The Board stated that we should not prepare info for him but let him search for himself since he would be receiving a commission on any real estate sales.

Janice shared that the story time picnics will be held this week. The Library provides an ice cream cup and a drink box – parents are to bring a snack.

Janice has had information from Neal Owings about the Library share of the annual maintenance contract with Bryan's Heating & Air. Our portion will be \$914.00. An employee of Bryan's was here to trouble shoot a leak in the compressor. He indicated that they would need to replace the circuit board – total cost is estimated to be \$2,200 to \$2,500. We would need to pay half. Finding the leak eliminated the need for a new compressor at this time.

Janice had an email today from the auditors. Our records are all OK with no adjustments needed.

Janice shared that we are having issues with the current cleaning crew. We have been documenting areas of concern and sharing them with Neal. The areas of concern are extensive.

In the Office Manager's report, Terry shared that the stats are continuing to show improvement. There are no areas of concern. She also reported on the final figures from the book sale. We had 1,342 items sold – receiving \$1,106.00. We have 17 boxes to be taken to Open Door Ministries and 17 boxes to go to the Jail.

Shelli made a motion for the Board to go into executive session for 10 minutes; Chris seconded. Motion carried; vote was unanimous. Shelli made a motion to exit executive session; Barbara seconded. Upon exiting, no action was taken.

Barbara made a motion to adjourn the meeting; Chris seconded. Motion carried; vote was unanimous.