

**The Paul Sawyer Library Board of Trustees  
Regular Meeting of July 9, 2019 Minutes  
5:30 pm in library board room**

**1. Call to Order/Record Attendance**

Natalie Wilkerson (chair), called the meeting to order at 5:34 pm.

**Attendees:** Natalie Wilkerson, Maria Bartholomew, Robert Kellerman, Mary Lynn Collins, Patty Crittenden, Alison Cuentas, Carolyn Lynch, Cheryl Sandefur, Bernie Mazaheri, Donna Gibson (director).

**Not Present:** Connie Crowe.

**2. Approval of minutes of previous meeting**

M. Collins moved to accept the minutes from the June 11, 2019, minutes with the following changes: Alison Cuentas was present at the June board meeting. Under committee reports, Wilkerson and Collins (not Sandefur) will talk with Angela Taylor. Second by R. Kellerman. Motion passed unanimously.

**3. Treasurer's Report**

B. Kellerman submitted the revenue and expenditure report as of June 30, 2019. P. Crittenden moved to accept the report, with a second from M. Bartholomew. Motion passed unanimously.

**4. Communications**

Donna Gibson shared that invitations for community meeting for input and discussion regarding the strategic plan have been mailed.

**5. Report of Librarian**

Donna Gibson shared the following information:

- July 24, 2019, at 6:00 there will be a community meeting for input and discussion for the libraries strategic plan. This meeting is part of the library's updating of the current strategic plan.
- The Summer Reading program is continuing. The participation thus far has been excellent.
- Donna is currently interviewing for accountant and adult outreach positions.

**6. 2018-19 Committee Reports**

**Budget:** Mr. Kellerman reported that budget committee will be meeting before the end of the month to discuss the tax rate.

**Building:** no report

**Long Range:** Strategic Plan Community meeting July 24, 6:00 pm.

**Policy/Personnel:** committee needs to meet to discuss director's evaluation.

**Technology:** no report

**Ad Hoc Art:** no report

**7. Unfinished business**

**8. New Business**

**A. New Voting Board member Carolyn Lynch**

New voting board member Carolyn Lynch and voting member Mary Lynn Collins were sworn in by the Honorable Judge Roger Crittenden.

**B. Electing of new board secretary**

B. Kellerman motioned to nominate Carolyn Lynch as the new board secretary. Second by M. Bartholomew. Motion passed unanimously.

**C. New Advisory Board member Connie Crowe**

Since Connie Crowe was not present, this welcoming will be postponed until the ~~September~~ August meeting.

**D. Committee chairs explain what each committee is responsible for**

Postponed until ~~September~~ August meeting.

**E. Committee assignments and chairs for 2019-2020**

Present board members signed up for committees and chairs were designated.

Budget: B. Kellerman, Chair; P. Crittenden, C. Sandefur, N. Wilkerson.

Building: A. Cuentas, Chair; B. Kellerman

Long Range: M. Collins, Chair; P. Crittenden, C. Lynch, N. Wilkerson

Policy/Personnel: C. Sandefur, Chair; M. Collins, B. Kellerman, B. Mazaheri

Technology: M. Bartholomew, Chair; A. Cuentas, C. Lynch

Art Ad Hoc: C. Lynch and B. Mazaheri, Co-chairs

**F. Review full board list for newspaper and library website**

**G. Report: Hiring new director**

The board discussed the hiring of a new director. Donna indicated that she would be willing to serve as an interim director, if need be. Applications are being accepted through July 19. The board resolved the policy/personnel committee would follow this general timeline; the week of July 26, narrow down the applicants. The week of July 29, call references. August 5, hold a special called meeting of the board at 5:30 to discuss personnel. Hold interviews after this meeting. Cheryl will also contact Chris from KDLA in regards to guidance as the board goes about interviewing and hiring a new director.

**H. Approval of funds for advertising for new director**

Mr. Kellerman motioned to approve the expenditure of \$650.00 to the American Library Association for advertising for an executive director and \$200 to LinkedIn for advertising for executive director and an accountant. Second by M. Collins. Motion passed unanimously.

**9. Adjourn - the meeting was adjourned at 6:54 pm**

**Next board meeting will be 5:30 pm, August 13th in the library board room**

Respectfully submitted by

Carolyn Lynch, Secretary \_\_\_\_\_ Date \_\_\_\_\_

Natalie Wilkerson, President \_\_\_\_\_ Date \_\_\_\_\_