Meeting Minutes
Plains Library Board of Trustees
August 22, 2024

Present: Myra Lindborg (Chair), Lisa Fried de Reyes (Vice-Chair), Tiffany Collier, Greg Sanders, Brandon Wilson.

Also Present: Nikki Ericksen (Library Director)

Call to Order: Meeting was called to order at 6:00.

Previous Meeting's Minutes: Tiffany moved that the previous meeting's minutes of July 16 be approved. Brandon seconded. All in favor. Motion passed.

Financials: Financial reports were reviewed. It was discussed that a $500 payment for DIS was taken from library funds and assigned to professional services without contacting with library director. No bill was received and no claim was submitted by director. Nikki let the board know that this is how the electrical bill has been paid since she started. Board expressed concern that director and board approval for these expenses were being skipped.

Board also wanted it noted that director and chair were told that the library would have to pay for its own IT support after the board had already approved the budget and without enough time to cancel with DIS before being charged for the month.

Brandon moved to accept July financial reports. Lisa seconded. All in favor. Motion passed.

Claims: Claims were discussed and accepted.

Pond and Landscaping: The overall condition of the pond area was discussed. Nikki pointed out the areas that are in disrepair, the pump is broken more than it is working, and that when it is working the aglae builds up so badly that she has to scoop it out of the pond and creek to keep it from overflowing. Nikki said that if unless a reliable maintenance person could be found to take care of the pond and landscaping, she would like to see them removed and grass or gravel lanscaping be installed.

Tiffany would like to see a survey done, possibly in the newspaper and also a meeting in which the pond will be discussed. The meeting should be advertised in more than two places. There was general agreement that the community should be consulted about what should be done as it is a point of pride for the town and many people care about it. Brandon asked that it be noted that his wife (Julia Phillips) was in support of keeping the pond. Nikki will check with the foundation to see how long ago the pond was installed and any information that might help raise public interest in the project.

The rest of the outdoor space around the library was discussed. Many of the trees need to be trimmed of dead and low hanging branches. The hedge is not being maintained and it was noted that until the day before this day's meeting, the grass and weeds had been allowed to grow tall enough for the thistles to flower (at least 10 inches tall).

Greg Sanders brought up the rock featuring Plains Library signage. He suggested that the words be painted white. The group was in general agreement, and Brandon volunteered to make it so.

Service Animal Policy: The policy had been ammended since the previous meeting. Lisa moved to approve the policy as presented. Brandon seconded. All in favor. Motion passed.

Election of Officers: After discussion that included notifications by both Tiffany and Lisa that they would be leaving the board, Lisa moved that Myra continue as board chair. Greg seconded. All in favor. Motion passed.

Lisa nominated Brandon for Tamarack Representative. Greg seconded. All in favor.

Tiffany nominated Greg for Vice Chair. Brian seconded. All in favor.

New Job Positions: Discussion was had about the creation of two new job positions to be filled by Cindy and Terry. The board reviewed job descriptions created by Nikki and Rich Wallace (HR Director). The purpose of the new positions is to acknowledge the extra work and responsibility that both Cindy and Terry are doing and to set a fair rate of compensation. Tiffany raised the question that if the library created a new position, does it therefore have to advertise the open positions before hiring in-house? Nikki said that Rich had not mentioned it but that she would find out for certain. The matter was tabled until next meeting.

Brandon asked that retroactive raises for Cindy and Terry be added to the agenda for next month.

Request for foundation funds for blinds: Discussion was had. Nikki brought up the fact that Chris Cockrell (Foundation Chair) had raised concern about buying items for the library online because the board did not currently have a debit/credit card to pay for online purchases. Nikki had asked her if it wasn't possible for them to aqcuire one given that it would save money and be a great benefit to the library. Nikki hasn't heard back yet.

The board asked Nikki to look into a local blinds option such as Studs or Home Depot to determine the cost difference. The matter was tabled until next meeting. The board also asked if they could review the Foundation Bylaws at the next meeting.

Library Standards: The board took time to review and discuss the State Public Library Standards.

Director's Report: The board asked about the new employee, Mellissa Rowland. Nikki shared that, so far, she is proving very hardworking and fun to be around.

Next Meeting: The next meeting was scheduled September 26.

Adjourned: Meeting was adjourned at 7:35

Myra Lindsay, chair