

**Haines Borough Public Library**  
**Approved Meeting Minutes**  
**11/14/12**

Call to Order: 4:02pm

Present: James Alborough, Meredith Pochardt, Patty Brown, Dick Flegel, Heather Lende, Cecily Stern, Anne Marie Palmieri, Lorrie Dudzik, Stacy Gala, Jo Ann Ross-Cunningham.

Additions or Revisions to Agenda

Consent Agenda Items

The following items are consent items for final action to be taken on all by a single vote. Any item may be removed for separate consideration if necessary.

Approval of Agenda

Approval of Minutes 10/16/2012

Director's Report

M/S Dudzik/Alborough to approve the agenda. All approved.

Financial Report

Treasurer's Report for October (Dick)

Checking: \$23,858.21

Savings: \$14,196.30

CD: \$20,503.81

Dick summarized the state of our accounts vis-a-vis the Borough accounting department and the question of unencumbered funds. Further clarity is needed about the library maintaining a cash reserve.

Applying the unencumbered funds to the library's capital needs might be the clearest way to solve the situation.

Suggestion to reinstate an assembly liaison. Heather to check.

Business

Building Committee Update - James

The building committee met to review storage options and agreed that a standalone building is not the best plan. Of the existing plans, we agreed on the plan that was least disruptive to the building's roofline. We also agreed that the fuel tank was not a limiting factor. Next step is to clarify lot lines with the borough and to get new drawings from Larry Larson. Delta Western would need to inspect and provide an opinion.

Patty met with Carlos and he is keen to be involved in the planning. Need a conference call with Larry, the building committee and Carlos. Patty to arrange.

Department/Component Unit and Government Accounting Standards – a follow-up to Borough audit discussions – Anne Marie

Anne Marie summarized the recent meeting with Jila, Stephanie, Mark Ernest, Dick, Patty and Anne Marie.

A list of questions will be submitted to the Borough attorney to clarify the question of whether the library is a Borough department vs. component unit.

The question of board autonomy does have ethical implications around censorship, collections, etc. It is possible to be a department, financially, while retaining independence.

Action items:

- Draft a letter laying out our position and our questions to be delivered to Mark Ernest. Committee to meet to draft the letter. Heather, Jo Ann, Dick to spearhead the committee. Meeting at 3pm Friday 11/16.
- Get Board insurance. Patty to research board insurance.

Bill payment procedure

Patty has introduced some new procedures for paying bills. Vouchers are being attached to bills (and are reviewed and signed by the check signers).

Beginning promotional efforts - James

The websites are showing random promo pieces.

Joint staff/board committee needs to meet to set up a campaign, newspaper ads, etc. Patty will send out some invites and the date will be determined.

Lighting committee update – Stacey

The lighting committee has taken the event in a new direction. No fee is very popular. Decorating party from noon to 4pm on Saturday. Board is being asked to provide foods for the actual event.

December hours

Open at noon on December 5th.  
Close at 5pm December 26-31st.

Other  
Radio

November 16 (James), November 23 (Stacy), November 30 (Dick)

Board Comments

Heather congratulated Patty and staff on the high rating the library received in the recent Borough survey.

Director's Comments

Gates Foundation grant needs an application. Board can help with crafting responses.

Next Meeting: Tuesday 12/11 at 4pm

Adjournment: 5:30 pm

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James Alborough  
907-766-2082