

**Minutes of the Tamarack District Library Board of Trustees**

**Regular Meeting, May 10, 2018, 7:00 p.m.**

**Tamarack District Library**

**Call to Order:** Upon formation of quorum, the meeting was called to order at 7:45 by Board President Diane Robson.

**Present:** Board members Cathy Ackerson, Cheri Chapin, Emily Griffith, Patricia Hinrichs, and Diane Robson; Library Director Hope Nobel

**Absent:** Sue Draper, Nancy Parsons, Tim Rasmussen

**Approval of Minutes:** Motion by Chapin to approve minutes as presented. Motion carried.

**Friends of the Tamarack District Library (FoTDL) Update:** None.

**Public Comment:** None.

**Financial Report:** Nobel submitted a report of the fiscal year to date for the Board's review.

**Communications:**

- **LFL letter:** Nobel submitted for the Board's information a draft to area housing associations regarding this project.
- **Resignation:** Nobel informed the Board of her intent to resign from full time work at TDL, effective June 30, 2018.

**Committee Reports:**

- **Budget & Finance:** Met on Wednesday, April 18, at 11:00 a.m. A report by Draper was received and filed.
- **Policy & Public Relations:** Met on Wednesday, May 9, at 4:30 p.m. Robson gave a brief verbal report. The committee reviewed items relating to the Little Free Library project, and TDL's working relationship with FoTDL.
- **Facilities & Grounds:** Did not meet. No report.
- **Director's Report:** Assistant Director Mary Russell gave a brief demonstration of Special Use items debuted May 8. Nobel distributed new donor forms, including an artist's rendering of the proposed walk in Cindi Gigowski's honor.
- **Old Business:**
  - **Review of Long-Range Plan:** Hinrichs moved to accept the Long-Range Plan as submitted. Motion carried.

**New Business:**

- **Welcome:** The Board warmly welcomed Emily Griffith, appointed as at-large member by the LAISD.
- **Appointment of board officers:** Tabled until a future meeting.
- **Debt payment:** Chapin moved to approve the ACH Debt payment of \$92,113.12 on June 1, 2018. Motion carried.
- **2017-2018 Budget, end of year review:** Chapin moved to accept budget changes as submitted, and to authorize Nobel to spend end-of-year funds as she deems appropriate in the best interests of the library, with final line item adjustments for the 2017-2018 year to be brought to the Board in June. Motion carried.
- **2018-2019 Budget, preliminary review:** Nobel anticipates that spending will be similar in all areas except that of payroll, given her resignation and the need for an interim director. The Finance Committee will assist Nobel in formulating a budget for review and adoption at TDL's annual budget hearing at the board meeting on June 14.
- **Director review:** Robson gave a brief verbal overview of the performance reviews completed by Board members and submitted a written synopsis as well. Both synopsis and original reviews will be placed on file. All review responses were positive. Robson noted agreement with the areas for improvement Nobel noted on her self-review.
- **Director Resignation and Interim Director:** Ackerson moved to accept Nobel's resignation, and that the Board ask Nobel to remain as Interim Director. Motion carried. The Finance Committee and Nobel will work on an interim agreement. Robson will appoint an ad hoc committee to lead the search for a new TDL Director.

**Next Meeting:** The next regular meeting of the Board is scheduled for June 14 at 7:00.

**Adjournment:** Motion to adjourn made at 8:15 by Chapin. Motion carried.

Signed as approved: \_\_\_\_\_  
Recorder Date

Signed as approved: \_\_\_\_\_  
Meeting Chair Date