

In attendance: Anita Diane Robson, Emily Griffith, Roxie Poulsen, Dorothy Farrell, Lee Boerma, Barb Kaaikala, Nancy Parsons

Absent: Trustee Cathy Ackerson and Director Bethany Nettleton

Call to order 6:30 pm

1. Approval of Agenda
2. Approval of Minutes from Oct 17, 2019 Barb Kaaikala moves to approve minutes with the amendment of adjusting Bethany Nettleton's title from Trustee to Director and correcting the spelling of Roxie Poulsen's name. All in favor.
3. Public Comment:

Old Business:

- a. Acceptance of Bid for hiring a Bookkeeper: Board has been presented with two quotes. Barb Kaaikala moves to hire JES Professional Services to be the library's public account effective November 1, 2019. Lee Boerma seconds. All in favor.
- b. Action Item: Meeting Room Policy. Nancy Parsons moves to accept the new meeting room policy as updated. Dorothy Farrell seconds. All in favor.
- c. FOIA Policy - 2nd Reading and action item. Nancy Parsons moves to accept the written Public Summary of the FOIA Policy as presented. Barb Kaaikala seconds. All in favor. Roxie Poulsen moves to accept the Procedures and Guidelines of the FOIA Policy as presented. Nancy Parsons seconds. All in favor.

Public comment: discussion about finishing review of Policy and Personnel Manual in a sub-committee meeting on November 5, 2019 at 6pm at the library.

Adjournment 7:18pm