

**James Prendergast Library Association  
Board of Trustees  
Minutes of the Meeting Held on April 19, 2018**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:15PM.

Present: Micki McCray, Ned Lindstrom, Lynn Warner, Rob Hewitt, Maggie Scorse and Kris Denslow

Excused Absence: None

Staff present: Tina Scott and Janet Mescall

2. Public comment – 2 in attendance, no speakers

3. Consent Agenda – With the addition of item 8c, the agenda was passed

4. Treasurer's Report –

Tina Scott (ED) presented the financial report for March. She noted that Expenses and Cash Sources were both on target. A motion was made (Lynn Warner/Kris Denslow), passed and carried that the board accept and file said report.

5. Director's Report –

ED Tina Scott presented the highlights from the past month including: explaining that new changes in how the CCLS will process grants requests will effect JPL; JPL will participate in the National Endowment for the Arts 2018 Big Read this year. The selection is "The Round House" by Louis Erdrich; revenue for March included \$250 from our St. Patrick's Day fundraiser and \$80,000 in grant funds; Annie Green put together data highlighting the reduction in staff and hours worked over the past 5 years. The Board asked ED Tina Scott to determine if there would be value in converting several of our part-time personnel to full-time positions (would the offset in maintaining a slightly smaller but well trained staff outweigh the costs of additional benefits paid?). She will report on this at the next meeting; Adult Programming is steadily increasing and Tina and Annie are in the process of adding a "Consumer Protection" class; a new volunteer has applied and is in the process of being approved; and we have partnered with The Resource Center, Aspire and the JHS Honor Society to provide volunteers for several departments.

6. Nominating Report –

President Joni Blackman introduced a new candidate, Dan Hickman. The committee will meet with Mr. Hickman in the next week or so. The committee will update and report to the Board as needed.

7. Fundraising Committee –

a) Mike Randall as "Mark Twain Live!" will be presented Saturday, April 21<sup>st</sup> at 4:00 at the Spire Theater. Door prizes will consist of a book wreath, a book planter and a basket of books. Maggie Scorse and Joni Blackman will run the 50/50 and gift raffles.

b) The Prendergast Run for Literacy is Saturday, May 12. Volunteers need to be at the Library by 7:45. Kris Denslow, Micki McCray, Rob Hewitt and Joni Blackman volunteered to help with registration and finish line duties.

c) Joni Blackman and ED Tina Scott are working on getting 'reading' dogs for the Read-A-Thon to be held in June.

#### 8. New Business –

a) Fundraising letter approval – After compiling Board input, Tina will redraft the current letter. After scrubbing the master mailing list to remove any person who has not donated within the past 5 years, Janet Mescall will send each Board member a mailing list of patrons. She asked that members review, scrub and return the lists as soon as possible so she can have the letters ready by the end of May for a June 1<sup>st</sup> mailing date.

b) Construction update – ED Tina Scott reported that we have been assigned a Project Manager for the next phase of construction (replacing all the original windows along Washington and Cherry Streets and several along 6<sup>th</sup> St.) A matching grant request for \$42,000 to complete the project is in process has been submitted. Projects discussed for next year were finishing the windows on 6<sup>th</sup> Street, upgrading the heating system and possibly replacing the fire panel.

c) Patron concern – A gentleman from outside our area called ED Tina Scott concerning public safety issues (young adults loitering outside of the entrance). He would like JPL to look into either hiring a Security Guard or getting the local school system to provide a Resource Officer. ED Tina Scott explained that we have looked into both options in the past and both were rejected due to costs. She also explained that we have several policies in place to handle any complaints and that our staff is well trained to handle any situations that arise.

#### 9. Unfinished Business – None

**Note:** President Joni Blackman asked that a discussion on the soon to expire lease for the CCLS be added to next month's agenda.

10. Next meeting is May 17, 2018 in the Fireplace Room – The meeting was adjourned at 6:20pm.

Respectfully Submitted by  
Micki McCray  
Secretary