

WAYLAND FREE LIBRARY BOARD REGULAR MEETING (in person at Library)
Thursday, August 10, 2023

President, Julie Kurtz called meeting to order at 6:05 PM

Secretary's Roll Call:

PRESENT:

Diane Bergvall
Elise (Lisa) Clark, Secretary
Paula Fox
Julie Kurtz, President
Kevin Kilbourne
Lynnette McAllister
Lynn Nielsen
Nancy Reigelsperger

ABSENT

Kim Dickinson, Treasurer

Present: Interim Director, Elisabeth Cowley
Public: NONE

MOTION TO ACCEPT MINUTES OF 5/23/2023 (not provided to Trustees before 6/8/2023 meeting) By
Lynnette McAllister; Second by Kevin Kilbourne; All in favor.

MOTION TO ACCEPT MINUTES OF 6/8/2023 by Paula Fox; Second by Lynn Nielsen; All in
favor.

TREASURER'S REPORT

Portfolio Snapshot Summary submitted for review.

Discussion of Financial Advisor, Arnie Pelcher's (United Professional Advisors) Account Consolidation
Plan, March, 2023, outlining advantages of consolidating the following accounts to a single custodian:

Epke
Zone
Hemmer
Crawford

Motion by Kevin Kilbourne to combine the above accounts under one custodian; Second by Paula Fox;
All in favor.

Arnie Pelcher scheduled to come to October, 2023 meeting.

Balance at Five Star Bank as of 8/9/2023:

Checking \$24,578.98
Savings \$127,903.32

Kim Dickinson, Jessica and Elisabeth will work on implementing some new documentation systems for
finances to create a tighter process for recording flow of grant monies.

August 10, 2023 Meeting – continued

INTERIM DIRECTOR'S REPORT- Elisabeth Cowley

Hand out of calendar.

Review of programs and library highlights:

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School class visits when school starts –
Art as a Bridge –
Gratitude – Elisabeth looking for places to take field trips- suggestions by Trustees
Summer reading - successful
Graffiti Hearts decorated by community members - successful
Ice Cream Social - attended by 75-80 people
Fairy House Workshop -
Teen led programs – folded book art; coming up is paper dragon puppets and crafting

Clean up inside library scheduled
Two old microfiche machines – no use for them; OK to give away
New projector is in; hasn't used it yet
Gunlocke Memorial Building (50 years) 1973-2023 stated on building, but opened in 1974;
Ideas for celebrating 50th with public

Elisabeth reports she has held a couple of staff meetings.
Susan Zimmer has resigned; she's willing to fill in if a sub is needed

OLD BUSINESS – Landscaping

Review and discussion of Jessica's proposal for her labor (\$840) and materials (\$350.00) for landscaping and care of grounds.

Motion by Paula Fox to accept Jessica's proposal of her work on landscaping and care of grounds at \$24.00 per hour outside her library staff time, not to exceed the combined total of \$1,200.00; cost of materials and labor to be paid separately by Library.

NEW BUSINESS

Motion by Julie Kurtz and Second by Kevin Kilbourne to accept Hope Decker's resignation as Library Director; last day is August 30, 2023; All in favor.

EXECUTIVE SESSION

Elisabeth Cowley not present.

Motion to go into executive session by Lynnette McAllister; second by Kevin Kilbourne; All in favor for the purpose of discussing hiring/replacing Library Director due to Hope Decker's resignation.

Invite Elisabeth into Executive Session to listen if she's interested in position as the Director.

Motion to go back into Regular Session by Paula Fox; Second by Diane Bergvall. All in favor.

Decision to have subcommittee of Julie Kurtz, Kim Dickinson, Kevin Kilbourne and Lisa Clark meet to draft Contract to offer position of Library Director to Elisabeth Cowley.

NEXT BOARD MEETING: September 14, 2023 at 6:00 PM

ADJOURN

Motion to Adjourn Meeting by Kevin Kilbourne; Second by Nancy Reigelsperger ; All in favor.

Respectfully Submitted,
Lisa Clark, Secretary