



Aloha Community Library Association

We honor our past, showcase the present, and inspire the future

The Aloha Community Library Association

Board Meeting

Time and Place: Wednesday, January 16, 2019 at the Aloha Library

Members Present: Ellen Mickanin (President), Jean Doane (Vice President), Eric Nickerson (Treasurer), Daniel Hauser (Secretary), Sam Sheikh

Members Absent: Cassie Roberts, Melanie Belles, Shannon Wilson

Staff Present: Terri Palmer (Library Director), Jesse Castellanos (Assistant Library Director)

Guests: None present

The meeting was called to order at 6:35 p.m. by Ellen.

Sam moved to approve and Eric seconded approval of the December meeting minutes. The vote was unanimous.

1. Director's Report – Terri Palmer

Terri shared that they had their first worker's compensation claim. Unfortunately, a staff member cut their hand during a program.

They are also developing a policy for large groups of children, such as from a daycare or summer camp, attending a program without prior notice. This is a problem when there is inadequate supplies or staffing to support that program.

2. Treasurer's Report – Eric Nickerson

Eric shared the budget status for the first half of the fiscal year as well as for December 2018. The board reviewed the income and expense statement in detail, highlighting that the negative other expenses value was vendor sales from the Booktique event. It was highlighted that the library is close to on track when it comes to the overall budget, as both are low, but at a nearly equal level.

Since the budget expected to invest an additional \$20k last year in excess of revenues and we had not reached that point, Ellen suggested the finance committee consider if and how to infuse those resources into the library this fiscal year. It was also clarified that the staff development /and training line item will be spent out more in the second half of the fiscal year.

Eric then reviewed the balance sheet with the board.

3. Around the Room

Sam agreed to take on the Tulip sale.

Board volunteer hours in the past month:

Jean: 4

Daniel: 4

Eric: 5

Ellen: 6

Sam: 3

The board meeting adjourned and then entered executive session on a personnel matter, which adjourned at 8:35 p.m.

Respectfully submitted,

Daniel Hauser
Board Secretary

These minutes were approved by the Board on February 20, 2019.