



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, April 17, 2019 at the Aloha Library

Members Present: Jean Doane (Vice President), Eric Nickerson (Treasurer), Daniel Hauser (Secretary), Cassie Roberts, Sam Sheikh, Melanie Belles

Members Absent: None

Staff Present: Terri Palmer (Library Director)

Guests: Carol Boyd, Chris Lorentz

The meeting was called to order at 6:32 p.m. by Jean.

Eric moved to approve and Sam seconded approval of the February meeting minutes. The vote was unanimous except for Melanie who abstained.

1. President's Report – Jean Doane

Daniel moved and Sam seconded a motion for Jean to serve out Ellen's term as President. The Board approved the motion unanimously.

There was a suggestion that we should revise the bylaws and propose adjustments in the September membership meeting. Sam and Cassie volunteered to serve with Jean in a Bylaws Review Committee.

Jean suggested the bylaws be updated to include an immediate past president, president-elect, and the president as a leadership team. The expectation is that someone elected to president-elect would remain for three years.

Cassie moved and Eric seconded Daniel as Vice-President, the vote was unanimous.

It was suggested that Karen could take the actual minutes at board meetings and then they would be approved by the Secretary.

Daniel moved and Eric seconded Cassie as Secretary, the vote was unanimous.

2. Board Recruitment – Jean Doane

Jean then introduced the topic of board recruitment, as we have reached the minimum number of board members. It was also clarified that the maximum number of board members is 11.

Chris Lorentz discussed her past work experience and noted she currently serves with the Go Warriors Fund. She mentioned that she has worked on social media marketing and videos for their fundraising efforts and thinks this is an opportunity to add value to the library's communication efforts. Chris also shared that she grew up in the area and founded the Go Warriors Fund.

Daniel moved and Cassie seconded the nomination of Chris as a new board member, and the vote was unanimous.

Daniel also asked that we think about how to diversify the board as we grow. Daniel also suggested this be a topic for the executive committee to address in the coming months.

3. Director's Report – Terri Palmer

Terri noted that she received a complaint about some displays that highlighted people who are transgender and the poor representation of women in Congress. Terri also said that she would continue to engage with this patron and be thoughtful about the placement of content.

The preliminary draft of the budget was presented to the finance committee. Terri highlighted a review of new janitorial services and new insurance supports as potential changes in contracts.

Terri and Jean also went to the new grand opening of the Cornelius library. Terri also attended the Washington County Housing and Supportive Services Network (HSSN) meeting which provided lots of helpful resources. At the meeting, it was suggested that libraries can be a valuable way to reach the houseless population.

Terri also shared that she is working with Lisa Tattersall to better understand the implications of Aloha Tomorrow on the Aloha Library's service area.

The Library IDEA (inclusion, diversity, equity, and action) committee participated in a two-week webinar on cultural intelligence. Terri shared that this was a valuable learning experience.

4. Treasurer's Report – Eric Nickerson

Eric presented on the budget performance and the balance sheet. Eric noted March donations matched the budget.

The income year-to-date is around \$22k short while year-to-date spending is about \$42k under budget. The intent for future budgeting is to be a bit more conservative on expected income.

The current goal is to present a preliminary budget to the board in May with a final budget to the board for approval in June.

Eric also discussed separating grant budgets from the operating budget.

5. Philanthropy Committee Report – Jean Doane

Book sale resulted in over \$2,000 raised. The Tulip Sale resulted in a combined sales and donation level of \$420.

6. Ad Hoc Business Support Committee Report – Jean Doane

Jean also shared that the ad hoc business support committee met and the Aloha Business Association leadership are engaging in the process to identify ways businesses could engage further.

7. Around the Room

Board volunteer hours in the past month:

Jean: 16
Daniel: 3
Eric: 10
Sam: 14
Cassie: 4
Melanie: 2

Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Daniel Hauser
Board Secretary