



# 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, February 20, 2019 at the Aloha Library

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

**Members Absent:** Shannon Wilson

**Staff Present:** Terri Palmer (Library Director)

**Guests:** None present

The meeting was called to order at 6:34 p.m. by Ellen.

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

### **1. Director's Report – Terri Palmer**

Terri shared that staff is emphasizing e-books in marketing - and they are circulating more than in the past. Staff is also working to do more internal marketing to patrons so they see and use more of the library's resources.

Terri noted they have received a diverse set of candidates for the current opening. Terri also said that interlibrary loans are going successfully.

The community room is now live and available for rentals. The Cultural Coalition of Washington County, the Hazeldale Cub Scouts, and a playgroup for special needs children have already started using the space. WCCLS staff will soon be installing stronger Wi-Fi service in the community room.

### **2. Treasurer's Report – Eric Nickerson**

Eric noted the Finance Committee is recruiting for an additional non-board member of the committee.

Eric shared the profit and loss and budget for January and the year-to-date. The board also discussed how the income and expense are roughly evening out at this point in the fiscal year.

Eric then did a deeper dive into the annual revenue and the drivers of our existing deficit. The board discussed the driving reasons behind trends in donations. It was clear that fundraising drives and large donor cultivation result in increased gifts.

### **3. Development Committee Report**

The development committee is putting together a separate ad hoc committee to focus on business gifts, sponsorships, and accompanying policies. They are currently working on building the membership for this committee.

Daniel volunteered to help convene a grant writing effort in July.

### **4. Offsite Board Retreat**

Ellen will be emailing out the menu for the retreat prior to the March 2nd meeting. The meeting will be at the TVF&R on Blanton.

Ellen also communicated that she wants every board member to have completed their visit to another library and having observed the circulation desk.

### **5. Around the Room**

Sam updated that folks his work on the tulip sale is progressing.

Board volunteer hours in the past month:

Jean: 5  
Daniel: 5  
Eric: 10  
Ellen: 5  
Sam: 3.5  
Melanie: 2  
Cassie: 2.5

Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Daniel Hauser  
Board Secretary