

Estacada Public Library
Board of Trustees
Meeting Minutes
Thursday, Feb. 25, 2016, 5:30 p.m.
Flora Room

Meeting Called to Order

Pres. Sager called the meeting to order at 5:34 p.m.

Present: Pres. Suzanne Sager, Dir. Nichole Adamson, Dir. Kraig Bartel, Dir. Connie Redmond, Dir. Ronda Rota, Library Director Michele Kinnamon.

Public Input

None.

Review of minutes

Pres. Sager called for approval of the January 28, 2016 meeting minutes. Dir. Redmond moved to approve the minutes; Dir. Rota seconded. The motion passed unanimously.

Director's Report

Maintenance: LD Kinnamon reported that the library's backup electrical system has been repaired/upgraded by Lear Electric. The cost was \$3,498. Lear also repaired a ballast in the staff workroom for \$191.55. Another electrical repair in the works is the north parking lot pole light and the shorter walkway light by the staff door. LD Kinnamon is working with Dennis at Eagle Group Electric on this repair. Estimates were \$2,400 to replace with non-LED lighting and kits, and \$5,750 to replace everything with LED lights: new kits, 4 lights, 2 spotlights with a 15-year life expectancy. The board is interested in LED lighting but thought the cost was too high. LD Kinnamon planned to go to a job site where Dennis has already replaced a pole light to investigate the strength of two LED lights. She said it was important not to overlight the parking lot, which would bother the library's neighbors. The board suggested going ahead with replacing bulbs/lamps in the current set up and investigating LEDs when the proposed new parking lot lighting is planned and installed.

New Business

Library Budget FY 2016/2017

LINCC libraries have received the Library District Distribution Estimates for the next fiscal year. Estacada's is \$713,304, an increase of \$29,304 from the current fiscal year. LD Kinnamon answered questions from the board about budget line item amounts and is working with City Finance Director Sadie Main on a preliminary budget for board review at the March meeting.

LDAC Update:

Dir. Bartel requested that there be an LDAC report on the agenda each month. Dir. Redmond, the new LDAC representative, agreed to give an LDAC activity report and LD Kinnamon will also provide updates as Dir. Redmond becomes familiar with the LDAC committee's work.

Old Business

915 NW Wade Street Property:

LD reported that Jason Crowe of the Estacada Fire Department indicated that they are no longer interested in conducting a burn to learn exercise on the remaining structures on the property. Crowe stated that its potential as a learning experience was not as great as burning the house would have been. Rob Davidson was recommended to complete demolition on the remaining structures, plus remove concrete and fill in the areas left after the house was moved. This includes hauling away debris and filling the septic tank and well. The board recommended that the LD contact Davidson for an estimate on demolition plus removal of some existing trees.

President and Trustee Comments

Pres. Sager commented on how fast and well organized the house move was on February 21. Dir. Bartel said it was very exciting to watch. The board briefly discussed the move and thought it was successful. Pres. Sager thanked everyone for their attendance.

Adjournment

The meeting was adjourned at 6:18 p.m.

Next Meeting: Thursday, March 24, 2016, at 5:30 p.m., Flora Community Room