

**Lodi Woman's Club Public Library**  
**Meeting Minutes: August 17, 2015**

1. PRESENT: Smith-Gallagher, Holerud, Czehno, Beers, Long, Price, Welch  
ABSENT: Abel, Van Ness, Jelinek    ALSO PRESENT: Kristine Millard, Trish Frankland
2. CORRESPONDENCE/INTRODUCTION OF GUESTS: Online webinars available through SCLS, email from Van Ness requesting final SLP reading. Peter Price indicates he will resign from board sometime this winter as they are moving to Portage. Jackie Abel has indicated desire to resign also.
3. MINUTES: Motion Welch, second Long to correct typo from "present" to "presented" in Section 3 Employee Classification Report summary. Motion passed.
4. TREASURER'S REPORT: Statements reviewed and approved by Treasurer. Treasurer recommends reevaluating endowment fund management due to the fees. Endowment committee will review. Marion Egan estate gift of \$10,000 deposited to money market until the endowment committee makes a proposal. Motion Beers, second Welch to approve report. Motion passed.
5. LIBRARY BILLS: Motion Welch, second Holerud to approve vouchers 3001-3007 for \$3,149.91 from City of Lodi budget. Motion passed. Motion Holerud, second Welch to approve voucher 3008 and transfer \$2,930.30 from Money Market #754 to checking #555 for payment of bills. Motion passed.
6. CLASSIFICATION & COMPENSATION STUDY: Gov HR proposal reviewed. Directors to contact and explain the board's primary concerns and request new proposal based upon: 1) Review and validate the existing JAQs 2) Include other library's salaries and responsibilities with comparable demographics 3) Recommendations to incorporate into City class plan or as a separate entity.
7. 2016 BUDGET: Wages still need to be entered; directors to provide 2%, 5%, 10% increase on wages and benefits as a starting point. Capital for 2015 to be spent on windows, and \$9,000 capital for 2016 for air conditioner. Library's 5-year capital plan includes heating and cooling, electrical service updates, maintenance on roof and windows.
8. ANNUAL REVIEW OF POLICIES: Meeting room policy states the rooms may not be used for personal or family use, and that rooms must be vacated before library closes. Directors to research if there are restrictions with City ordinances or the insurance company concerning after-hours use. Equipment use policy – directors propose to remove driver license requirement (data security). Laptop will no longer circulate. Motion Beers, second Holerud to approve changes. Motion passed.
9. CONVENE TO CLOSED SESSION: Tabled until next meeting
10. RECONVENE TO OPEN SESSION: Tabled until next meeting
11. CO-DIRECTORS REPORT ON LIBRARY ACTIVITIES & EVENTS:
  - Final reading due for Summer Library Program (8/21 at 5pm)
  - Book Discussion: Lila at Marilynne Robinson (8/24 at 7pm)
  - Author Lucy Sanna at Treinen Farm (8/27 at 7pm)
  - Genealogy open house with Arthur family (9/15 at 6pm)
8. ADJOURNMENT: 7:25 pm

Respectfully submitted,  
Christina Smith-Gallagher, Secretary