Library of Graham Board of Directors | *Meeting Minutes*
January 29, 2024

A regular meeting of the Library of Graham Board of Directors was held Monday, January 29, 2024, beginning at 5:30 p.m. in the conference room of the Library of Graham.

BOARD MEMBERS PRESENT: Board President Stefani Schutz, Christie Andrews, Bryan Bivens, Christy Chappell, Ryan Gordy, Carol Phaling, Mike Thompson

BOARD MEMBERS ABSENT: none

NON VOTING MEMBERS PRESENT: Peggy Sonnenburg, Weta Phillips

STAFF: Library Director DeAnna Bullock; Eric Garretty, City Manager

GUESTS: Amanda Hernandez, citizen

WELCOME
The meeting was called to order at 5:30 PM by Ms. Gordy.

APPROVAL OF THE AGENDA

1. Call to Order
2. Notice of Posting
3. Roll Call
4. Public Forum
5. Welcome Mike Thompson
6. Approval of December 2023 minutes
7. Review and discuss code amendment re: Library Board structure
8. Library Director's Report
9. Discussion re: leadership and board terms after ordinances amended
10. Discussion re: Board Retreat
11. Discussion re: Priddy Foundation Grant
12. Discussion re: action items and proposed future agenda items
13. Consider and act to set the date and time for the next meeting of the Board
14. Adjournment

PUBLIC FORUM
There were no addresses from members of the public.

CONSIDER AND ACT TO APPROVE THE MINUTES OF THE DECEMBER 2023 MEETING OF THE LIBRARY BOARD OF DIRECTORS

Ms. Chappell made a motion to approve the December 2023 minutes with Ms. Schutz seconding. With all members in favor, the motion carried.

REVIEW AND DISCUSS CODE AMENDMENT REGARDING LIBRARY BOARD STRUCTURE

The Board reviewed Ordinance No. 1164, which will take effect February 15 after a third reading. The Board noted that the official title of the board will change from Library of Graham Advisory Board to Library of Graham Board of Directors. Aside from one typo, there were no issues or recommendations to change any part of the Ordinance.

LIBRARY DIRECTOR'S REPORT

Ms. Bullock reviewed items in her December/January report including collection development, programming and outreach, funding and grants, and facilities. A Year-End report for 2023 was also included.

DISCUSSION REGARDING LEADERSHIP AND BOARD TERMS AFTER ORDINANCES ARE AMENDED

The Board was made aware that Ms. Gordy will be resigning effective February 1, 2024 and as a result there is one board position to fill in addition to two vacant office positions (President and Vice President). Ms. Gordy made a motion to nominate and elect Ms. Schutz as Board President; Ms. Andrews seconded the motion. The motion was carried unanimously.

DISCUSSION REGARDING A BOARD RETREAT AND DATE

The Board determined that a retreat should be held March 1, 2024 beginning at 10 AM to allow the newest board member to be in attendance. Topics include creating a mission and vision statement, community standards, budgeting, fundraising, and programming.

DISCUSSION REGARDING PRIDDY FOUNDATION GRANT

Ms. Bullock proposed a breakdown for planned spending for the recently acquired Priddy Grant, including updated technology for staff, funding for new books, programming, and a flex fund.

DISCUSSION REGARDING ACTION ITEMS FOR THE BOARD AND PROPOSED FUTURE AGENDA ITEMS

At the next meeting, the Board will nominate/elect a Vice President and review candidates for the vacant board position to make a recommendation to the City Council. Ms. Bullock will share the submitted resumes prior to the next meeting. The Board will also need to review and set terms for existing and new members to have on record with the City Council.

CONSIDER AND ACT TO SET THE DATE AND TIME FOR THE NEXT MEETING OF THE BOARD

The next regular meeting of the Library of Graham will be on February 21, 2024 at 5:30 PM in the meeting room of the Library of Graham.

ADJOURN

Ms. Gordy moved to adjourn at 6:54 pm, and Ms. Chappell second the motion; the motion carried with all remaining members in favor (Mr. Bivens left early).

Stefani Schutz, Board President

Attest:

DeAnna Bullock, Director