

TOWN OF LOOMIS – LIBRARY BOARD OF TRUSTEES

MEETING MINUTES: August 28, 2017

1. Chair Jenny Knisley called the meeting to order at 6:10 pm
2. Present: Elizabeth Stewart-Black, Cathy Crosthwaite, Jenny Knisley, Joanne Ligamari, Juanita Garcia, Carol Pepper-Kittredge, Carol Mason, Jean Wilson
3. Public Comment: Carol Pepper-Kittredge discussed the Rocklin Mini-Maker Faire on the Sierra College campus on October 14, 2017 and the “Call for Makers” that is still open. The LLCC and/or Friends might want to participate as the event is expected to have 8,000-10,000 attendees this year.
4. Approval of July 17 and 31, 2017 Minutes: Elizabeth Stewart-Black moved to accept the minutes and Joanne Ligamari seconded the motion. Ayes: 4 Noes: 0 Abstain: 0
5. Friends of Loomis Library Update: Report attached.

Jenny Knisley announced that a check for \$33,000 had been issued from the Town to the Friends for operational expenses, and that JC Bookkeeping would be providing monthly financial reports to the board.

6. Informational & Discussion Items: Cathy Crosthwaite presented draft interview questions, a suggested writing exercise, and supplemental questions to be answered by candidates for the Community Engagement Librarian position. Discussion and input for modifications was received. A final document will be produced by Cathy Crosthwaite.

In the job posting, applicants will be asked to submit a cover letter, a resume and answers to the supplemental questions. Jenny Knisley discussed the makeup of the interview panel: two board members and three Friends members. Interview panel members were selected: Joanne Ligamari, Cathy Crosthwaite, Jean Wilson, Linda Sandahl, Ramona Brockman.

7. Action Items
  - a. Public Comment: None
  - b. Joanne Ligamari moved that board meetings be moved to the 4<sup>th</sup> Monday of each month. Cathy Crosthwaite seconded the motion. Ayes: 4 Noes: 0 Abstain: 0
8. Library Board/Friends Comments/Announcements
  - a. Jean Wilson announced that information had been sent to North Net so that the LLCC can be recognized as a public library.
  - b. Joanne Ligamari met with a young man pursuing his Eagle Scout Rank through BSA. His project will be to construct mobile tripods that are portable, to be used for Story Walks both on library grounds and out in the community.
  - c. Elizabeth Stewart-Black announced that the Town Mayor is aware of the HVAC problems at the library facility, and is working on a solution.
  - d. Jenny Knisley shared news of a press release, written by the Placer County Tourism Board, that mentioned the LLCC.
9. Adjournment – the meeting was adjourned by Jenny Knisley at 7:17pm.