

A regular meeting of the A. K. Smiley Public Library Board of Trustees was held on Tuesday, December 10, 2019 in the Library Board Room.

Present: William Hatfield, Rosa Gomez, Martin Davis, William Hardy, Kate Pretorius

Also present: Toni Momberger, City Council liaison; Cheryl Graybill, Contemporary Club liaison; Dennis Bell and Glen Coulter, general public; Jenesie Hardyman, Management Analyst; Don McCue, Director; Nathan Gonzales, Archivist; Janice Jones, Management Analyst;

Mr. Hatfield called the meeting to order at 5:00 p.m.

Dr. Gomez moved to approve the November 12, 2019 minutes and December 2019 expenditures. Motion seconded by Ms. Pretorius and carried unanimously.

Mr. Hardy moved to approve the November 2019 discards. Motion seconded by Ms. Pretorius and carried unanimously.

The Director introduced Management Analyst Jenesie Hardyman, the successor to the retiring Janice Jones whose last day will be December 26 2019.

The Director reported on programming and infrastructure issues with the Library, Contemporary Club, and Shrine fountain. Dr. Gonzales reported on the Stillman Bench restoration project stating that progress has been achieved in selecting a tile expert.

Mr. Hatfield reported the City Manager has requested that an emergency item be added to the agenda regarding necessary modifications to the Director's Employment Agreement. Ms. Gomez moved to add the emergency item to the agenda. Motion seconded by Mr. Hardy and approved unanimously. The meeting adjourned to closed session at 5:17 pm and reconvened at 5:35 pm with Mr. Hatfield reporting the following action: Ms. Gomez moved to approve the First Amendment to the Director's Employment Agreement. Motion seconded by Mr. Hardy and carried unanimously.

A discussion was held regarding the Core Documents for guidance of the Special Collection Division. Mr. Davis moved to approve the Core Documents consisting of the Mission Statement, Collections Management Policy, Disaster Preparedness/Emergency Response Plan, Institutional Code of Ethics, and Strategic Institutional Plan. Motion seconded by Dr. Gomez and carried unanimously.

A discussion was held regarding two proposals for adding a compact storage solution to the basement of the Heritage Room. Mr. Davis moved to pursue the quote from Yamada Enterprises for \$171,781.06 pending clarification of the warranty, cost of the required structural engineering, and the plastic handles. Motion seconded by Ms. Pretorius and carried unanimously.

There being no further business, the meeting adjourned at 5:58 pm.

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William Hardy, Secretary