

Port Orford Public Library
Meeting Minutes 12/19/2023

Meeting called to order at 4: 00 pm

Present: Phyllis Johns, Nathan Radcliffe, Ken Fliszar, Vicki Young, Evan Kramer, Denise Willms, Cecil Ashdown (bookkeeper)

Visitors: None

Ken welcomed everyone to the meeting

The minutes of November 19th, 2023, were discussed. Nathan moved to accept the minutes as presented, Phyllis seconded, Evan abstained, and the motion passed with four votes.

Cecil presented the financial report. Oregon paid leave was discussed. Ken asked about the fire extinguisher maintenance cost. Nathan asked about the maintenance that is involved with the extinguishers. Denise explained where they are located, what is included in the maintenance, and that it is required as yearly maintenance. Nathan moved to accept the financial report of November 30th, 2023, and the bills paid, Vicki seconded the motion. Motion passed.

Denise presented the Director's report. Denise apologized for having to cancel some of the planned activities due to illness. The Nerf battle will be on January 13th and an extra battle will be held on the 27 as a makeup game. Room schedules were discussed. The Bridge club has been added back to the mix. Checks from the Kyler fund and the Sprague Foundation have been deposited in our Foundation accounts. Several other donations have been received for the endowment, the library, and youth services. The contract with our Auditor has been signed for this fiscal year. Denise commended the staff for doing a great job while she was out sick.

Board Question: Open days and Hours of operation. Evan asked about the possibility of being open later in the evening one day a week and the possibility of opening 6 days a week instead of 5. Staff time, volunteers, and costs were discussed. Denise and Cecil will bring back better numbers on what the cost would be to increase staff hours to open a sixth day.

Phyllis gave a brief report on the Friends and Foundation. The Friends have given \$5,000.00 to the Endowment fund. The next Foundation meeting is in February 2024.

Meeting adjourned at 4:50 pm
Respectfully submitted
Denise Willms