

## Meeting Minutes August 15<sup>th</sup>, 2018

Meeting was called to order by Pat at 5:07pm.

Guest - Sherri Brewer, Adams County Assessor

The board asked Sherri, "What do you do that impacts the library and how can we do things better that we are not doing now?" Sherri went on to explain that as a taxing district valuation is a big thing. The amount of taxes we can collect each year is based on property value. New constructions add to the property values and tax base. Assessor's uses depreciation and sales analysis to determine assessed value while also taking market value into consideration. All property is taxable unless a low income taxpayer has been granted an exemption. After values are set, Sherri calculates the property taxes.

Sherri passed out 2018 levy rate sheets and explained how each taxing district has a maximum levy rate they can collect. The library's maximum is 45 cents per \$1,000 value. The library is currently collecting 36 cents per \$1,000. The levy limits are determined by the state. She also explained how levy lid lifts work and the other responsibilities of the Assessor's office.

Approval of 7-18-18 minutes – It was moved by Karen, and seconded by Debbie to approve the minutes from the meeting on 7-18-18. Motion passed.

Approval of consent agenda (vouchers, payroll vouchers, benefit vouchers) – It was moved by Karen, and seconded by Kayla to approve the consent agenda. Motion passed.

Directors Report – The kids summer reading program has been successful. The adult summer program has also been successful. Kylie is hiring Amy Hille to work 16 hours per week to fill Vanessa Grimm's vacant position.

Library Foundation – Thomas wanted to talk about adding to Wells Fargo investment account. We currently have \$39,000 invested with Wells Fargo. The checking account balance for Friends of the Library is \$3,000. The Learning Garden has \$5,000. The Kathy Yerxa fund has \$2,500 and the Lind Summer Reading Program has \$5,200. We will wait for a recommendation from Thomas before moving forward with investing.

Building Committee – Kylie sent the contract to the land surveyor last month and they are working on their paperwork. They will get ahold of Kylie when they plan to come.

Library Business – Community Connection we did with Sherri tonight. Kylie talked to Heidi Hunt about coming to one of our meetings sometime this fall.

Food purchase policy – Kylie gave the <sup>board</sup> ~~board~~ a copy to review. Other libraries that are being audited this year stated that the state auditor's office questioned them about food purchase policies. Kylie is being proactive with suggesting the adoption this policy. The policy clarifies that food purchases should be minimal in cost, minimal in preparation, and no alcohol may be purchased. Debbie moved to approve the food policy as presented. Karen seconded. Motion passed.

Trustee contact list – Kylie presented the board with the Trustee's contact list. Everyone reviewed their personal information and Kylie will update the information as needed.

Trustee Training – We went over the state's data report. The library ranked in the top ten in the state for computers per capita. The library was number four in the state in operating revenue per capita.

General Concerns – None.

Meeting closed at 6:07pm.

Next meeting Thursday September 20<sup>th</sup> at 6pm at the Washtucna community library.

Respectfully submitted,

Kayla Meise

A handwritten signature in cursive script that reads "Kayla Meise".