

Moses Lake Public Library Foundation Board Minutes

4:00 pm Wednesday, December 30, 2009 Chamber of Commerce Building & Library break room

Members present: Rebecca Hutsell, Jennifer McCarthy, Tim Fuhrman, Connie Kuhlmann, Barbara Guiland, Don Calbick, Glenna Bingham.

Guest present: Gail Johnson

The meeting was called to order by Tim Fuhrman.

The minutes of the last meeting and **treasurer's report**, by motion of Jennifer McCarthy, seconded by Glenna Bingham, were accepted as printed. The donations to the foundation in 2009 amounted to \$4,555.00. The balance in the account is the same as at the beginning of the month, \$9,244.00.

Tim reported that an e-mail from Ruth Coates (Miller-Hull) explained how the city planned to use the \$5500.00 voted by the Moses Lake City Council as partial payment of the cost of the mechanical and electrical library building analysis this spring. It will be added to the city's building fund and then the inspection will probably be put out for bid. The foundation portion of that cost is approximately \$4945.00 with an additional \$1,320.00 for a building code analysis. The discussion centered around whether we would have enough funds to pay that bill as well as fund the foundation website proposed by Gail Johnson.

A motion was made by Jennifer McCarthy to approve the use of foundation funds for the library building assessment. Glenna B. seconded. The motion was approved. There will also be other expenses coming up after the building inspection that will depend on what the result of the inspection is. The cost estimate from the cost consultants will be the next large expense. And the architects may insist upon a community survey to get a sense of what it perceives the libraries needs are. The general consensus of the group was that they will watch expenses closely and inform the architects immediately when the board cannot go forward until more money is available, keeping in mind that every delay may mean, over time, dealing with other changes in city codes and the rising costs of building.

B. Guiland asked the board to start thinking about what they thought the role of the foundation should be once the building is a reality. Should it disband and turn over remaining funds to the city, earmarked for the library? Should it continue as a promoter of the library and its expanded use as a meeting place and cultural focal point, or as a fund raising entity for it? Would that be an advantage to the library? Would active citizen involvement remind the city of the importance of the library to the city's prestige? Obviously these are questions that will require answers in the future, perhaps far in the future, but they might

affect what the board decides to place on the website in terms of request for donations.

In anticipation of the board's meeting with Gail Johnson, who had brought the board a proposal to create a website, Tim showed us a website form that he had put together that included some of the information that the board had collected for the Grant County Fair display and the library foundation brochure. After Gail Johnson arrived, it was necessary for the board to adjourn to the library to finish the meeting.

The remainder of the meeting was spent clarifying what the board would have to provide to Gail, beginning with the money to purchase software and a website housing fee, as she puts together the website. The board went through the information she requested: what the domain name would be-- MLPLfoundation.org--, ideas for a logo using the unusual roofline of the library, creating a site that would allow easy access and changes to the site as needed. There was understanding reached as to ongoing costs, telephone charges, yearly renewal of website license . When asked as to when the site would be ready, Gail estimated it would probably take about two months. Jennifer M. moved that the contract proposal put forward by Gail Johnson be approved. Connie seconded. The motion was approved.

Tim Fuhrman signed the proposal letter, a copy was made and given to Gail with the understanding that the contract was with the Moses Lake Public Library Foundation and not with Friends of the library , which is another organization. Connie K. passed around the forms accumulated in the comment box at the library.

The board's next meeting will be January 27th, 4:00pm at the Chamber of Commerce Building. Gail Johnson will join the group at 4:30 with a progress report on the website.

The Meeting was adjourned at 5:30.

Respectfully submitted,

Barbara Guillard
Secretary