

Port Orford Public Library  
Meeting Minutes 1/16/2024

Meeting called to order at 4 pm

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

Visitors: Korinn Hockett

Ken welcomed everyone to the meeting

The minutes of December 19, 2024, were discussed. Nathan moved to accept the minutes as presented, Vicki seconded, motion passed.

Denise presented the financial report. Denise noted that the electric bill has been lower than anticipated but can be attributed to the upgrade of the interior lights to LED. Nathan moved to accept the financial report and bills paid, Vicki seconded, motion passed.

Denise presented the Directors' report. Denise reported on the Nerf battle program and its future. Denise provided the schedule of Saturday programs, including the Nerf Battle on the second Saturday and a new program called Make & Mend on the third Saturday. Website statistics were discussed. At the suggestion of the Website provider Streamline, the library is now using Google Analytics to track website use. New volunteers were discussed. Summer reading programs were discussed. There will be monthly staff meetings and quarterly all-hands meetings starting in February.

Social services in the library were discussed. Denise explained how DHS and the HIV Alliance independently asked if we had space for them to meet. It has been a good partnership with both agencies.

Denise explained the need for a gate between the building and the fence to close off the alleyway. There has been a problem with people camping there and attempting to start campfires.

The status of the fiscal review was discussed. The CPA assured us that we will not need a fiscal review for FYE2024 as we will fall under the \$250,000 cap. We will be able to file an in lieu of report.

Denise presented the schedule of holiday closures and closed days. Ken asked how holidays will be taken when they fall on a day people don't work. Denise explained that it would be traded off between herself and Staff. One person will take the Saturday off and the other Tuesday off.

Phyllis provided an update on the Friends and Foundation.

Meeting adjourned at 4:35 pm

Respectfully submitted,

Denise Willms