

CUTPL Board Meeting Minutes September 22, 2023

Time: 5:30 PM

Place: Culver Beach Lodge Main Floor Meeting Room

Call to Order and Pledge of Allegiance

Meeting was called to order by board member Karen Boland at 5:31 PM.

Members/Attendance: Karen Boland, Amy Kindernay, James Wolf and Martin Oosterbaan. Others present: Several community members.

A quorum was established, as four duly-appointed board members were in attendance.

Agenda approval: Motion to approve the amended agenda made by Oosterbaan, seconded by Wolf. Approved 4-0.

Secretary's Report: Minutes for the September 19th regular board meeting were sent to members of record prior to the meeting. Motion to approve the meeting minutes for September was made by Kindernay and seconded by Wolf. Approved 4-0.

Cathy Thomas Resignation as Treasurer: President Boland advised that she had received a letter of resignation from the Treasurer position from Cathy Thomas. The purpose of the letter was to enable the appointment of Cathy as Interim Director of CUTPL. Motion to accept the letter of resignation as CUTPL Treasurer as made by Oosterbaan, seconded by Kindernay. Motion passed 4-0.

Cathy Thomas Appointed Interim Director: President Boland called for a motion appointing Cathy Thomas as Interim Director of CUTPL. Motion was made by Kindernay and seconded by Wolf. Motion passed 4-0. Boland and Oosterbaan advised that there were insurance and payroll questions raised by Cathy that needed prompt resolution, and that they would be working those questions to conclusion ASAP.

James Wolf Appointed Treasurer: President Boland moved to appoint Trustee James Wolf Treasurer for CUTPL. Kindernay seconded. Motion passed 4-0.

Executive Session and Additional Special Board Meeting Scheduled. By consent it was agreed to schedule an executive session to be followed by a special board meeting on Wednesday 9.27, with the executive session beginning at 5:30 PM and the special session to begin no earlier than 6:00 PM. The Beach Lodge would be investigated as the place to hold the meeting, with meeting notices to be handled by Oosterbaan on 9/25 and providing at least 48-hours' notice. The purpose of the executive session will be to review confidential files and personnel matters. The special session will be held to conduct general board of trustee business relating to the operation and management of CUTPL.

New Business:

Open Letter to Stakeholders Reviewed. A draft open letter to the community authored by Oosterbaan was reviewed and discussed. Several suggestions for changes and communication channels were made. The letter will be revised by Oosterbaan and published as soon as practicable.

Finances. Bills payable including invoices for architectural design and furniture, among other items, were discussed and deemed to be under proper control.

CUTPL September Special Board Meeting Minutes (cont.)

Staffing. A robust discussion around staffing occurred involving the board and several members of the public in attendance, including a CUTPL employee and two members of the public with expertise in recruiting executive staff. It was determined that the best approach would be to model the organization and move forward with staffing for any open position while recruiting for the director position simultaneously. President Boland announced she will establish a committee to surface, vet and recommend new hires for CUTPL, specifically focusing on the director position.

As part of this discussion the idea of making a special payment, or more than one special payment, to remaining employees in recognition of their efforts to work through recent and continuing difficulties was favorably discussed, and will be discussed further as part of a future executive session and public meeting.

Friends of the Library. President Boland and Kindernay advised that they have encouraged the Friends of the Library to meet and slate a new panel of officers.

ARKOS Design. President Boland advised that the ARKOS Design firm will present at the regular October meeting and bring the board and the public up to date with respect to the work completed to date and recommended next steps with respect to the library redesign project.

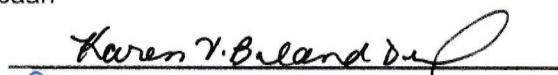
Public Comment: Several attendees gave indications of support for the Board's efforts, and in particular wanted to recognize individual employees at CUTPL for making library patrons feel a sense of ownership in CUTPL, indicating they want to make sure that feeling is emphasized going forward.

Trustee Comments: Several trustees expressed their expectations and hopes for the future of CUTPL.

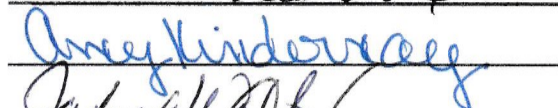
Adjournment: Motion to adjourn was made by Wolf and seconded by Kindernay at 6:49 PM. Motion was approved 4-0.

Minutes taken by Martin Oosterbaan

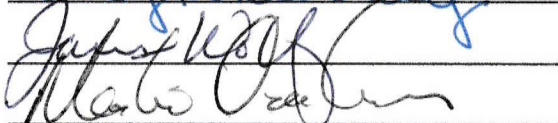
Karen Boland



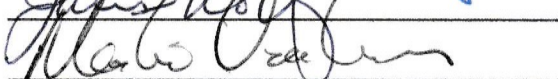
Amy Kindernay



James Wolf



Martin Oosterbaan



Board Approval: 10/3/23