

Minutes for the Mason County Public Library Board of Trustees:

The Meeting was called to order at 4:15 PM on Tuesday, November 12th, 2019

In attendance were: David Hord, Kathleen Lofton, Grant Felice, Ellen Cartmell, Mike Ravencraft, Alexa Colemire, Lauren Ekers, and Steve Parrott.

Guests: Jeff Pearson

Architect's Report: Jeff Pearson provided a detailed update on construction.

- Ellen Cartmell moved to approve a bill received from Person & Peters Architects. Grant Felice seconded. Approved.
- Kathy Lofton moves to approve a change order for the Momentum Construction contract. Ellen Cartmell seconded. Approved.
- Mike Ravencraft moved to approve a Momentum Construction payment. Kathy Lorton seconded and the motion carried.

Secretary's Report: Minutes from the October 2019 meeting were read.

- Grant Felice moved to approve the minutes and Mike Ravencraft seconded the motion. The minutes were approved unanimously.

Treasurer's Report:

- Mike Ravencraft moved to approve the October 2019 expenditures, and Grant Felice seconded. Approved unanimously.
- Kathy Lofton moved to approve the September 2019 financial report (not received by the start of the last board meeting) and Grant Felice seconded. Approved.
- Grant Felice made a motion to approve the October 2019 financial report and Ellen Cartmell seconded. Approved unanimously.

Director's Report: Director provided

Regional Director's Report: Director provided

Committee Reports: None

Unfinished Business: None

New Business: None

Executive (Closed) Session: Ellen Cartmell made a motion to go into a closed session for discussion of a personnel issue. Grant Felice seconded. The motion carried and the session began at 5:05 PM. The session closed at 5:34 PM.

Adjournment: Mike Ravencraft made a motion to adjourn and Ellen Cartmell seconded the motion. Meeting adjourned at 5:34 PM.

Next Meeting: Tuesday, December 10th, 2019, at 4:15 PM