

# JEFFERSON COUNTY LIBRARY DISTRICT BOARD OF DIRECTORS MEETING MINUTES

July 19, 2005

PRESENT: Leslie Weigand, Stephen Hillis, Marie Glenn, Catherine Luther, Susan Stovall

STAFF: Sally Beesley

VISITORS: Naomi Jacks

Board Chair, Weigand, called the meeting to order at 4:30 P.M. Minutes of the 6/7/05 meeting were accepted with two corrections.

Board members Catherine Luther, Susan Stovall, Stephen Hillis, and Marie Glenn were sworn in by Kathy Marston, Jefferson County clerk.

Leslie Weigand asked for nominations for Board Chair. Hillis nominated Stovall. Weigand asked for nominations for Vice Chair. Hillis nominated Glenn. Voting was unanimous. At that point, Susan Stovall, new Board Chair, took over the meeting.

Hillis gave a report on the standing committees. There were two youth films shown by the film committee in July. There are two adult movies planned for August. Film committee will discuss in September whether or not to show films during the summer next year. The Community Read committee will meet this evening at 7 P.M. and discuss which book to select for the coming year. They also plan to do some fund raising and will discuss that at their meeting as well.

Beesley talked about the SDAO board training on August 5 in Bend. Hillis, Luther, Beesley, and Stovall committed to go. Weigand and Glenn will decide by Aug. 2, which is the dead line for registration.

Beesley was reminded to add financials to the next board meeting. June financials will be discussed at that time as they weren't received in time for review before this meeting. Beesley will have Mick Knobel prepare the financial report early enough in August so the board can review it. Beesley was also requested to work on PERS tier problem with Knobel.

Beesley next informed the board that she would be meeting with Todd Dunkelberg on July 21 in Redmond. They will discuss residents of Crooked River Ranch that are not in either Deschutes or Jefferson Districts, but still get library services without having to purchase a non-resident library card.

Beesley suggested 4 policy changes for the board:

1. Replacement library cards be one dollar instead of varying amounts as it has been. Page 5 of General Operational Policies.
2. Patron privacy policy be adjusted so that library staff can give family members titles of overdue library items to family members with the purpose of getting the items returned. Page 7 General Operational Policies.
3. Payday will be changed from 1<sup>st</sup> and 15<sup>th</sup> of month to 5<sup>th</sup> and 20<sup>th</sup>. Page 13, Personnel Policies.
4. Wording on medical insurance, page 14 in Personnel Policies, I:2 will be changed to "The District will provide medical insurance at a prorated amount for an employee according to budget limitations."

After discussion, Weigand moved to accept standing committees as presented, and policy changes as suggested with the exception of #2 because further research is needed to determine its legality. Glenn seconded. Motion carried.

Hillis moved to accept Harrigan Price Fronk & Co. LLP as auditor for the Jefferson County Library District. Weigand seconded. Motion passed.

Library board assisted Beesley in filling out Jefferson County Districts Authorization, Information & Invest Pool Authorization form.

There was discussion on how to better manage monetary donations to the library in memory of, or in behalf of someone. It was discussed that perhaps it could be coordinated through the endowment committee. Beesley was asked to work on the wording for next board meeting.

It was noted by Hillis that the summer reading statistics are much higher this year than last. Jane Stelle, Lorene Foreman, and Yirah Marrero were praised for running a successful summer reading program. Stovall noted that offices expenses are kept within the budget, this shows that staff is frugal and not wasting supplies.

Agenda building for next board meeting August 9, 2005:

1. Director evaluation
2. Policy on monetary gifts to library
3. Policy on overdue books and patron confidentiality.
4. Report on Crooked River Ranch.

Stovall, on behalf of all board members, thanked Naomi for her service on the board.

Stovall adjourned the meeting at 5:42 P.M.

*Respectfully submitted,  
Sally Beesley  
Clerk of the Board*

