



JEFFERSON COUNTY
LIBRARY
DISTRICT

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JEFFERSON COUNTY LIBRARY DISTRICT BOARD MEETING MINUTES

February 13, 2012

Board Members Present: Anita Goodwin, Stephen Hillis, Susan Stovall, Bill Vollmer
Library Director: DeRese Hall

1. Call to Order

The meeting was called to order at 2:07 p.m. by Anita Goodwin, Library Board Chair.

2. Minutes

Stephen Hillis moved to approve the minutes of January 9, 2012. Susan Stovall seconded. The motion was passed by unanimous vote.

3. Financial Review

It was moved by Hillis and seconded by Stovall to accept the financial review. The motion passed unanimously.

It was brought up at this point that the board needed to schedule a special meeting before the next regular meeting to discuss property issues and the budget for next year. It was agreed that the board would meet again on February 27, 2012 at 2:00.

Also for budget purposes, there would be no Tier Two participants this next fiscal year.

4. Unfinished Business:

Trulove Property

Mr. Trulove is having a discussion with his accountant about his property sale. We are still on track for the purchase and the library will move ahead with the \$50,000 purchase price. Mr. Trulove will decide soon about his donation to the library.

SDAO

The resolution from SDAO approving the financing agreement, arrived as our meeting was in session. The board will look it over, Hall will ask some questions of SDAO and the issue will be discussed again at the Special Meeting on February 27.

5. New Business:

Oregon Energy Trust

On the Oregon Energy Trust website it looks as if there may be grants available to help us change our lighting and upgrade our air conditioning units. These grants would not cover the total amount of the project so it was decided that they would not be put in the budget for the next fiscal year.

It was also decided to purchase extra bulbs and ballasts for the light fixtures currently in the library as they are becoming obsolete. We will try to acquire enough to last for the next couple years.

Meeting with Endowment

The board decided on some discussion items to present to the Endowment Board when they meet at 4:00. Those items included: Hall's form "Discussion items for Committees", a recap of what the library has done lately, the Board's vision of a new facility, recent property purchases and an invitation to the Endowment Board to be a part of the future.

Board Worksheet

Stovall would like to have the board discuss one or two items on the Board worksheet every meeting in the hope that it would help each person become a better board member. It was thought to be a good idea and will be on the agenda for the next meeting. Hillis mentioned that he had a Conflict of Interest form that he'd like to share.

Library Band

Goodwin brought up Lorene Forman's teen outreach for the Library Band. The board is concerned about liability issues, budget issues and also the issue of how much money to spend on one outreach program for the library. Transportation and supervision are two of the biggest concerns. The band members from Warm Springs have no way to get back home from the practice at the library except for Forman to drive them in the Library van. When she has to leave practice to take local members home, she has to leave some of the youths at the annex with no supervision. Lastly, her total outreach budget for "youth" was spent by December – mostly on shirts for the band. The board asked Forman to show them an accounting of her time, gasoline for the van, mileage for the van, supervision options for the youth she has to leave at the annex while taking others home and scenarios for what she would do if situations arose out of dropping off youth in Warm Springs. It was also suggested that this would be a great scenario for a grant application.

6. Linkage – Delegation to the Library Director

The board was found to be in compliance.

7. Executive limitations – Compensation and Benefits

The board was found to be in compliance but had a question on #6 "Fail to maintain a reasonable salary schedule." Hall was directed to contact Gil Chavez about this and see if he had completed any type of document on this topic.

8. Board Governance – Board Operations

The board was found to be in compliance. Documentation on work sessions was considered a must have. Hall has inquiries out to SDAO for clarifications. Also, at the end of number 4 a. will be the sentence: In the course of a regular meeting, the Director's Report will be attached and become a component of the minutes.

9. Library Director's Report

There were no changes to the Director's Report.

10. Other

There were no other items discussed.

Adjournment

Anita Goodwin adjourned the meeting at 3:49 p.m.

Respectfully submitted,
DeRee Hall