



241 SE 7th  
Street  
Madras, OR  
97741

## JEFFERSON COUNTY LIBRARY DISTRICT

### SPECIAL MEETING MINUTES

NOVEMBER 4, 2011

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

#### 1. Call to Order

Bill Vollmer, Vice-Chair called the meeting to order at 10:00 a.m.

#### 2. Administrative Issues

Susan Stovall moved to amend the contracts of Gil Chavez and DeRese Hall. The amended items would consist of the ending date of Chavez' director contract moving to November 15 and the beginning date of his Consultant / Trainer contract moving to November 16. The Director contract for Hall would be changed to begin on November 16. Included in the motion was to authorize Hall to sign off on the Columbia State Bank signature card and for Chavez to be deleted. It was seconded by Stephen Hillis. Vollmer called for a vote and the motion was passed unanimously. The meeting was turned over to Anita Goodwin, Chair.

#### 3. Eighth Street Property

It was moved by Hillis and seconded by Stovall to present to Richard Peck the offer of living in half of the 8<sup>th</sup> street property for \$200 per month. He would also pay a deposit of \$300 (that could be pro-rated over 3 month's time). Rent for the other tenant in the property would be offered at \$350 per month also with an initial deposit of \$300 (this tenant's deposit could be pro-rated over 4 month's time). Peck would be responsible for utilities, garbage and lawn maintenance for **both** units. The motion passed unanimously.

Vollmer moved to have Chavez direct Willow Canyon Property, in the future event of Peck not residing at the property, raise the rent to \$400 with a deposit of \$300, and add the utilities for both units together and split them evenly between the 2 tenants. It was seconded by Hillis and passed unanimously.

The board asked Chavez to get more loan information from Special Districts to present at the upcoming board meeting.

#### 4. Adjourn

Goodwin adjourned the meeting at 10:34 a.m.