



JEFFERSON COUNTY

LIBRARY

DISTRICT

241 SE 7th Street
Madras, OR 97741

Phone: 541-475-3351

JEFFERSON COUNTY LIBRARY DISTRICT BOARD MEETING MINUTES

March 11, 2013

Board Members Present: Anita Goodwin, Stephen Hillis, Katrina Terry and Bill Vollmer
Library Director: DeRese Hall

1. Call to Order

The meeting was called to order at 2:01 p.m. by Board Vice-Chair Bill Vollmer.

2. Public Comment

Representatives Anita Goodwin and Stephen Hillis from the Madras Aquatic Center (MAC) political action committee (PAC) were in attendance and wanted the Board to be aware of the fact that the MAC was on the ballot again this election. The same amount is being requested because that is the amount that is necessary for their needs. They offered that if anyone had issues or concerns about the MAC election and would like to talk with someone, the Board can feel free to give out their personal names or emails.

3. Minutes

It was moved and seconded (Stephen Hillis/Anita Goodwin) to approve the regular session minutes. The motion passed unanimously.

4. Financials

The financials were deemed to be in order. Susan Stovall, though not in attendance, sent an explanation of acceptance of financials. Quarterly there is a built in check for the financials. Every January, April, July and October, two of the same policies are monitored. The two policies are "Financial Condition and Activities" and "Financial Planning and Budgeting". These policies are on the agenda quarterly because of their importance and as long as the Board feels that they are in compliance with them, the financial situation should be acceptable. Stovall's opinion is that even though the above is in place, the financials still need a motion to "accept" them as they are coming from an outside source.

5. Agenda

Hillis moved to approve the agenda with flexibility. Goodwin seconded and the motion passed unanimously.

6. Unfinished Business:

2013-2014 Budget

Many budgetary line items were discussed during the meeting. Those receiving more scrutiny included: 1) PERS 2) medical insurance for employees 3) Jefferson County property tax projection 4) Integrated Library System costs 5) interest income 6) itemized figures for the Ready to Read Grant and 7) other grant possibilities. Also discussed was the possibility of opening on Fridays again and / or making a part-time position full-time. Both items are desirable, however the fiscal implications would be great. There have been many positive comments on the additional outreach that has been achieved by budgeting more staff hours in that area. The question was asked: if more personnel money could be added to the budget, would the Board choose to add more hours and increase services yet again or open back up on Friday. No decision was made at this time.

Technology Grant Update

There has been no word back from Grant-writer Lyn Craig. Vollmer had emailed information to another grant-writer that responded to Hall about some technology information. In that grant-writer's opinion, there weren't many grantors out there that would be interested in funding technology upgrades. She did indicate however, that she would take a better look and get back to us with any other information that she found. In the meantime, Hall will see if CMIT (the computer company from Bend that was willing to work on our upgrade) will come and make an estimate of what would be needed.

DPLS Board Meeting

The Deschutes Public Library has invited the Jefferson County Library Board to attend their April board meeting. It will be held at the Redmond Library on Wednesday, April 10 at noon. Hillis will be attending and other Board members will have a better idea of their schedule as the date gets closer.

7. New Business:

Donation of 7th Street Houses

Vollmer brought up the possibility of offering the two houses on 7th Street to the Jefferson County Historical Society. Although the District is not prepared to part with them at this time, there will come a time when it would be an option for a group to try to move them in order to preserve them for historical significance.

It was moved and seconded (Terry/Goodwin) to offer the two houses to the Jefferson County Historical Society. The motion passed unanimously.

8. Result Policy Monitoring

Results Policy item number 3 (Library facilities efficiently, safely and comfortably accommodate library services, staff and patrons.) was discussed. As our Library continues to add more materials and patrons, open spaces will need to change to shelving areas in order to accommodate a larger number of items. We expect to fill in the spots where the designers of our current facility planned to have shelving as we grow toward maximum capacity.

9. Library Director's Report

There were no changes to the Director's Report.

10. Other

Depending on the availability of Board Chair Susan Stovall, Monday, March 25 was selected as the date for a Special Meeting for budget considerations.

Vollmer shared that as of the end of February, he is no longer a member of the Jefferson County Fair Board.

11. Adjournment

Vollmer adjourned the meeting at 4:37 pm.

Respectfully submitted,
DeRese Hall