



JEFFERSON COUNTY

**LIBRARY**

DISTRICT

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Madras, OR 97741

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## JEFFERSON COUNTY LIBRARY DISTRICT BOARD MEETING MINUTES

June 10, 2013

Board Members Present: Anita Goodwin, Stephen Hillis, Susan Stovall, Katrina Terry and Bill Vollmer

Library Director: DeRese Hall

Guests: Janet Pacheco, Teri Drew, Tena Jackson and Cristina Lamoureux

### 1. Call to Order

The meeting was called to order at 2:00 p.m. by Board Chair Susan Stovall.

### 2. Public Comment

There was no public comment.

### 3. Minutes

**It was moved and seconded (Bill Vollmer/Katrina Terry) to approve the regular meeting minutes. The motion passed unanimously.**

### 4. Financials

**It was moved and seconded (Stephen Hillis/Vollmer) to approve the financial report. The motion passed unanimously.**

### 5. Agenda

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

### Home Federal Bank

At this point in the meeting there was a presentation from Teri Drew, Tena Jackson and Cristina Lamoureux of Home Federal Bank. They would like the library board to consider making a move to their company with our district's bank account. Some of their stated benefits included: premium business checking account and a business maximizer account. The checking account would keep \$10,000 in it and the excess from any deposits would go to the other account that is an interest bearing account. It would cost \$22 month for this product. Interest rates for their program, in comparison to the interest we receive through the county, is similar. Home Federal Bank could also make it possible for patrons to pay their accounts by debit or credit cards. Employees of the library would also have some benefits because of the library being a Home Federal customer. One benefit they could receive would be free checking and another benefit, free bill paying.

After the presentation, it was discussed that the district desired to keep library funds safe and secure. Also, before considering a change, the board would like to speak with the Jefferson County Treasurer, Deena Goss. She will be invited to attend the next meeting.

### Executive Session according to ORS 192.660 (1) (i)

At 2:31 the Board moved into Executive Session – at 3:25 the regular Board meeting was resumed.

**It was moved and seconded (Hillis/Goodwin) to renew the Library Director's contract for one year. The motion passed unanimously.**

### 6. Unfinished Business:

#### Meeting with DPLS Board

Hillis represented the Jefferson County Library District at a board meeting of the Deschutes Public Library. The Crook County Library also had a representative in attendance. No issues were discussed that were crucial to our district however it was good for the three entities to get together.

### **2013-2014 Budget**

**It was moved and seconded (Hillis/Vollmer) to adopt the budget as presented by the budget committee. The motion passed unanimously.**

**It was moved and seconded (Vollmer/Hillis) to adopt the budget, make the appropriations, impose the tax, and categorize the tax as per Resolution No. 13-01 (see attached). Motion passed unanimously.**

**It was moved and seconded (Hillis/Vollmer) that Accountant Mick Knobel and Library Director DeRese Hall transfer excess funds from the General Fund into the Building and Improvement Fund before the end of the fiscal year. Motion passed unanimously.**

### **Technology grant update**

Information has been compiled and a request will be sent soon to The Collins Foundation.

**It was moved and seconded (Vollmer/Hillis) to authorize grant writer Lyn Craig the authority to use up to \$10,000 from the budget in securing the technology grant. Motion passed unanimously.**

### **7. New Business:**

#### **Elect board officers**

Anita Goodwin submitted her resignation effective July 15, 2013. Her time on the board was appreciated very much - she will be missed.

**It was moved and seconded (Terry/Hillis) to elect Susan Stovall as board chair and Bill Vollmer as vice chair for an additional term. Motion passed unanimously.**

**It was moved and seconded (Hillis/Terry) to change signature authority for the Jefferson County Library District. Signers at Columbia State Bank will now be Library Director DeRese Hall, Board Chair Susan Stovall, Board Vice Chair William Vollmer, and Board Member Stephen Hillis. Motion passed unanimously.**

### **8. Executive Limitations**

The library was deemed to be in compliance in regards to collection development. Stovall discovered that the ORS referred to in that document had been repealed. That item will be removed.

### **9. Board Governance**

The board was found to be in compliance with Global Governance Commitment.

### **10. Result Policy Monitoring**

The result policy "Library circulation, program participation and patron volume continue to increase" was monitored. It was asked that the stat report reflect the current month and also the same month from the previous year. Starting with July's stats, as that is the new fiscal year, the reports will be sent to the board in this manner.

### **11. Library Director's Report**

There were no changes to the director's report.

### **12. Library Closures**

The library will be closed on Thursday, July 4.

### **13. Other**

Newly elected board member, Janet Pacheco, came and introduced herself to the other district members. She will officially begin her term on July 1, 2013.

Stovall commended Katrina Terry on her service to the Jefferson County Library District. Her questions and observations made a large impact on every meeting that she attended. She will also be missed.

### **14. Adjournment**

**It was moved and seconded (Hillis/Vollmer) to adjourn the meeting at 4:21. The motion passed unanimously.**

Respectfully submitted,  
DeRese Hall