

**JEFFERSON COUNTY LIBRARY DISTRICT  
REGULAR MEETING SUMMARY**

May 13, 2014

Board Members present: Stephen Hillis, Janet Pacheco Fisher, Susan Stovall, and Bill Vollmer  
Library Director: DeRese Hall

**1. Call to Order**

The meeting was called to order at 3:35 p.m. by Board Chair, Susan Stovall. There was no public comment.

**2. Agenda**

**Bill Vollmer moved to approve the agenda with flexibility. Janet Pacheco Fisher seconded and the motion passed unanimously.**

**3. Accept Minute Summary**

**Stephen Hillis moved to accept the summary of the minutes of the regular board meeting that was held on March 11, 2014. Pacheco Fisher seconded and the motion passed unanimously.**

**4. Financials**

**It was moved and seconded (Vollmer/Hillis) to accept the financials as presented. The motion passed unanimously.**

**5. Executive Session**

The board went into executive session at 3:40 according to ORS 192.660(2)(a) to discuss personnel matters. At 3:53 the board returned to the regular session. Discussion centered on personnel communications and personnel issues in connection with the budget.

**6. Unfinished Business**

There has been no other news in regards to the IRS update other than what was reported in the director's report. Everything seems to be in order at this time.

Insurance information was included in board packets. Comparisons between the different policies was difficult as they each had different co-pays and deductibles. It was decided to stay with SDAO for at least one more year and use their suggested insurance plan. The board felt that a small savings in premiums at this time was not necessarily what would be best for the staff.

**It was moved and seconded (Vollmer/Hillis) to stay with SDAO for the employee's medical insurance for this coming fiscal year and to also increase the HSA contribution to cover the higher deductibles. The motion passed unanimously.**

At this point in the meeting the board heard public comment from Catherine Sergeant, librarian for the Jefferson County School District at 445 SE Buff Street, Madras, Oregon. She spoke on the issue of the new Warm Springs Academy in regards to the library services that will be offered there. It is expected that electronic resources will be more the norm as opposed to a large library area filled with tangible materials. The board thanked her for the information.

Lorene Forman, the library's youth services specialist, also submitted a letter to the board with information regarding library service at the Warm Springs Academy.

**7. New Business**

Starting July 1, 2014 the duration of the director's contract will be two years.

## **8. Executive Session**

At 4:47 p.m., according to ORS 192.660(2)(a), the Board moved into executive session once again for additional contract negotiations, returning to the regular session at 5:00.

## **9. New Business Continued**

In order to transfer funds from the Jefferson County treasurer's office to the library's regular checking account, we have been required by the treasurer's office to submit a formal request. This form has been submitted to the board for approval.

**It was moved and seconded (Vollmer/Hillis) that the written dispersal document that is to be used at the county treasurer's office have DeRese Hall and Mick Knobel as signatories. The motion passed unanimously.**

## **10. Executive Limitations**

### **Treatment of staff**

The board is in compliance.

### **Financial Condition & Activities**

The board will revisit Financial Condition & Activities at the July meeting.

## **11. Results Policy:**

Monitor: The collection is current, reliable, and relevant.

This result is ongoing and the board is in compliance. The new collection in the library "Hot Titles", which is a first come, first served type of collection, was met with enthusiasm by the board.

## **12. Director/Youth Services Reports**

No changes were made to the reports.

## **13. Other**

Hall received a letter that was forwarded from the Jefferson Public Library that they had mistakenly received instead of the Jefferson County Library. It was a letter in praise of some terrific public service performed by staff. The letter will be added to the library scrapbook.

A graph was shared with the board that included statistics from other Oregon libraries in regards to staff, wages, and benefits.

## **14. Adjournment**

**It was moved and seconded (Vollmer/Pacheco Fisher) to adjourn the meeting at 5:24 p.m. The motion passed unanimously.**

Respectfully submitted, DeRese Hall