



JEFFERSON COUNTY

**LIBRARY**

DISTRICT

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Madras, OR 97741

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## JEFFERSON COUNTY LIBRARY DISTRICT SPECIAL BOARD MEETING MINUTES

August 26, 2013

Board Members Present: Stephen Hillis, Janet Pacheco, Susan Stovall, and Bill Vollmer  
Library Director: DeRese Hall  
Guest: Guy Chittenden

### 1. Call to Order

The meeting was called to order at 2:37 p.m. by Board Chair Susan Stovall.

### 2. Agenda

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

### 3. New Business

A letter of intent was submitted to the library by Guy Chittenden. He would like to be considered for the vacant board position. Chittenden was in attendance and the board conducted an interview. At the conclusion of the interview, it was decided that the next board meeting would be held on Tuesday, September 10 at 4:00 and if Chittenden were selected to join the Jefferson County Library Board, he would be sworn in at that time. The candidate exited the meeting and after discussion...

**It was moved and seconded (Stephen Hillis/ Pacheco) to accept Guy Chittenden's application to become a board member of the Jefferson County Library District. The motion passed unanimously.**

If Chittenden accepts the invitation, Jefferson County Clerk Kathy Marston will be invited to swear in the new board member at the September meeting.

### 4. Other

Wording in the policy manual was discussed in regards to benefits for grant funded positions. Hall will contact SDAO to make sure there is no problem with the proposed change.

Margo Helphand will be contacted to provide board training. The board hopes to have this training sometime between November and January. If she is unavailable, SDAO may be contacted in regards to their video materials that they loan to districts. Board concern was whether or not those materials addressed the Carver Policy Governance Model, which is used at the Jefferson County Library District. If necessary, this issue will be checked.

### 5. Adjournment

**It was moved and seconded (Hillis/Vollmer) to adjourn the meeting at 3:45 pm. The motion passed unanimously.**

Respectfully submitted,  
DeRese Hall