



241 SE 7th
Street
Madras, OR
97741

JEFFERSON COUNTY LIBRARY DISTRICT REGULAR MEETING SUMMARY

May 10, 2016

Board members present: Janet Henderson, Stephen Hillis, Susan Stovall and Bill Vollmer
Late arrival: Guy Chittenden
Library Director: DeRese Hall

1. Call to Order

The meeting was called to order at 4:05 p.m. by Vice Chair Bill Vollmer. There was no public comment.

2. Agenda

Stephen Hillis moved to approve the agenda with flexibility. Janet Henderson seconded and the motion passed unanimously.

3. Accept Minute Summary

It was moved by Hillis and seconded by Susan Stovall to accept the minute summary of the regular Board meeting of April 12, 2016 as corrected. Motion passed unanimously.

4. Financial Review

It was moved and seconded (Stovall/Henderson) to accept the financial review as presented. Motion passed unanimously.

5. Executive Session

At 4:11 p.m. the Board moved into executive session according to ORS 192.660(2)(a) to discuss the Director's contract. They then came out of executive session at 4:26. It was moved and seconded (Hillis/Stovall) to offer the Library Director the contract that was discussed in executive session. The motion passed unanimously.

At this point Board Chair Guy Chittenden arrived and will preside over the meeting.

Amended copies of Governance: Board Operations was handed out to replace the older version in everyone's notebook.

6. Unfinished Business

100th Birthday Celebration

A timeline was discussed for the displays that are to be made in reference to the past, present, and future of the Library. It was decided that they should be completed in time to be put up for the Business After Hours event (July 21) and then be displayed in the Library for as long as is desired. Henderson and Vollmer will take the lead on the Board's "future" poster. Input will be provided by the remaining Board members and Vollmer will take care of the graphics.

Questions were asked about advertisements/PR for the celebration. Event information is to be supplied to Shannan Ahern, Chair of the advertising committee. The advertising push will most likely begin the first part of July.

The Jefferson County Cultural Coalition granted the Library \$1,548 to go towards the celebration.

Displays in the annex and library will lean more towards the Summer Reading Program (SRP) in June and the Birthday Celebration in July.

7. New Business

Director Contract Review

This subject was addressed in executive session.

8. Governance

Board Evaluation as per Governing Style

Vollmer will contact SDAO to see what their facilitated Board evaluation consists of. He learned of this program at the conference he attended in February.

It was moved by Hillis and seconded by Guy Chittenden to add as a first reading the sentence “This will be done through the annual Board evaluation.” to the end of the Governing Style document. The motion passed unanimously.

9. Executive Limitations

The Board was deemed to be in compliance with Financial Condition & Activities/Financial Planning & Budgeting/Treatment of Library Users/and Treatment of Staff.

10. Other

It was suggested that the brochures that are given to new patrons be updated. Possible new content could include information on copyright infringement.

The accountant and the auditor have both been asked about doing feasibility studies. They do not provide that service.

The Bean Foundation, Historical Society, and/or the architect will be asked next.

Hillis and Stovall will be unable to attend the upcoming Budget Hearing and Board meeting on Tuesday, June 14.

11. Adjournment

It was moved and seconded (Hillis/Stovall) to adjourn the meeting at 5:15. Motion passed unanimously.

Respectfully submitted,
DeRese Hall