



241 SE 7th
Street
Madras, OR
97741

**JEFFERSON COUNTY LIBRARY DISTRICT
SPECIAL BOARD MEETING MINUTE SUMMARY**
June 7, 2016

Board Members Present: Guy Chittenden, Janet Henderson, Stephen Hillis, Susan Stovall, and Bill Vollmer
Guests: Scott Moore and Fred Gast
Library Director: DeRese Hall

1. Call to Order

The meeting was called to order at 3:30 p.m. by Board Chair Guy Chittenden.

2. Approve Agenda

It was moved by Stephen Hillis and seconded by Susan Stovall to approve the agenda with flexibility. Motion passed unanimously.

3. Public Comment

There was no public comment.

4. Unfinished Business

New Facilities Planning

This Special Meeting was to hear specifically from the architectural firm of Mackenzie. It's for informational purposes only. Mr. Moore is from Mackenzie and he brought along Mr. Gast who is from a smaller firm. They work together and both have experience with small public projects and libraries.

They brought a presentation booklet and went through it page by page. This booklet will be in the minute summary notebook for reference.

Their company consists of a team that covers all aspects of the building process – from design to construction. It was noted that a feasibility study would be part of the site investigation in order to accommodate the project.

The fee to begin a project like the one discussed today would be approximately \$40,000 to \$60,000.

5. New Business

There was no new business.

6. Other

A Consensus of Approval document from Jefferson County was sent to the Library District to be signed by the chair in order for the Library to be in the investment pool for the coming year.

It was moved and seconded (Bill Vollmer/Stovall) to authorize the Board Chair to sign the Investment Pool document. The motion passed unanimously.

7. Adjournment

It was moved and seconded (Hillis/Bill Vollmer) to adjourn the meeting at 5:25 p.m. The motion passed unanimously.

Respectfully submitted,
DeRese Hall