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Street
Madras, OR
97741

**JEFFERSON COUNTY LIBRARY DISTRICT
REGULAR MEETING SUMMARY**
December 8, 2015

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

1. Call to Order

The meeting was called to order at 4:03 p.m. by board chair Guy Chittenden. There was no public comment.

2. Agenda

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

3. Accept Minute Summary

It was moved by Janet Henderson and seconded by Susan Stovall to accept the summary of the regular board meeting minutes of November 10, 2015. Motion carried. It was then moved and seconded (Hillis/Stovall) to accept the Special Meeting minute summary of November 17. Motion carried.

4. Financial Review

It was moved and seconded (Hillis/Stovall) to accept the financial review as presented. Motion carried.

5. Executive Session

No executive session was needed at this time.

6. Unfinished Business

Facilities planning meeting:

The document that was created at the Facilities Planning meeting will be a “living document” and be adjusted from time to time. Each change will be noted with the appropriate date and the document will be added to the minutes of the Board meeting. The next step in this planning process will be to see if any local architect or designer would consider giving some time to the project in order to make it clear to us on how the process would proceed. Depending on what is found out, the next steps could possibly be going to a grant writer or a consultant.

New Business

Wireless internet access:

A “splash page” was presented to the Board as a way to count wireless statistics and to also possibly deter some illegal activities. There have been several copyright infringement notices received by our data provider (Quantum) and the staff has posted many warnings around the library on the legality of these issues. It is hoped that if users must accept the terms listed on a splash page (which would include yet another copyright infringement warning), it might deter some patrons from this practice. If a splash page will work in house (along with our internet software management system), we will be adding that to our public computers also.

Board Governance

Board Committee Principles, pg. 2

The Board was deemed to be in compliance.

Executive Limitations

Communication and Support to the Board, pg. 15

The Board was deemed to be in compliance.

Monitoring the Results Policy

Policy number 1: Residents of all ages have the opportunity to enhance and enrich their lives through literary and cultural programs and resources.

Policy number 2: Residents have free access to library services and are able to find materials specific to their needs:
a. Residents have access to current technology. b. Residents have access to a current, reliable, and relevant collection.

Results Policy numbers 1 and 2 were monitored. The Budget Committee has continued to support both the literary/cultural programming and the library's "in-house" collection by adding more funds to those line items this past year. Because of the funds added in the previous year, the technology continues to be current and maintainable.

There were still questions on how the monitoring process itself was really working. Could there be a way to make it better for both the Board and the Director? The reports that were presented included charts and information covering the facts on all of the relevant issues. Should there be more? It was suggested that there should possibly be a wrap up with opinions from the Director. Another suggestion was that consultant Margo Helphand might possibly give some advice to help with the process. Hall will check with her and see if she would be willing to give her opinion.

Director/Youth Services Report

Library Closures

The library will be closing at 2 on Thursday, December 24 and Thursday, December 31.

Upcoming Dates

Tuesday, January 12 @ 4:00 is the next regular Board meeting.

Agenda/Budget Addition

No additions at this time.

Other

The Board asked if there had been any news from the Endowment Foundation. There has been no information received from them this month however an email was sent requesting that a budget for the 100th Birthday Celebration be placed on the agenda at their next meeting. It was also reiterated that the Director and Adult Services Specialist would like to attend.

Adjournment

It was moved and seconded (Stovall/Henderson) to adjourn the meeting at 6:03 p.m. Motion carried.

Respectfully submitted, DeRese Hall