



241 SE 7th  
Street  
Madras, OR  
97741

## JEFFERSON COUNTY LIBRARY DISTRICT BUDGET HEARING SUMMARY

June 8, 2017

Board members present: Guy Chittenden, Stephen Hillis, Susan Stovall, and Bill Vollmer

Absent: Kandra Sosa

Library Director: DeRese Hall

### **Call to Order**

The meeting was called to order at 4:00 p.m. by Board chair Guy Chittenden. Chittenden requested that the meeting be facilitated by Vice Chair Bill Vollmer as he was having throat/voice issues – Vollmer continued.

There was no public comment.

### **Agenda**

**Stephen Hillis moved to approve the agenda. Susan Stovall seconded and the motion passed unanimously.**

### **Budget Committee Minute Summary**

**It was moved by Hillis and seconded by Stovall to approve the May 9 minute summary of the budget committee. The motion passed unanimously.**

### **Final Budget Discussion**

Questions were asked and answered in regards to personnel line items. Line 6009 (Employee benefits – other”) consists of \$5575 to be used in case of unavoidable overages in the Personnel Services category. Minimum wage increases for the upcoming year were accounted for. Vision items were discussed as to whether or not to add them into the budget. Snow removal was covered in the budget. Computer repair training was discussed - CMIT will be asked to do a “practical” training for staff that is specific to our system with a manual, of sorts, composed afterwards by the Library’s IT Specialist. This manual will be on hand for the entire staff to use as needed.

**It was moved by Hillis and seconded by Stovall to forward the presented budget on to the Board for adoption with the understanding that there may be a change in the Director’s salary. The motion passed unanimously.**

Thank you cards will be assembled, signed, and sent to all of the Budget Committee members. The committee will be one member short next year as Karen Esvelt has been newly elected to the Board.

In regards to advertising, Chittenden offered to write something for the Madras Pioneer on an ongoing schedule if he were provided the information. Vollmer offered to take a picture to accompany the article. It is hoped that this could be done as “community information” as opposed to paid Library advertisements.

### **Adjournment**

**It was moved and seconded (Hillis/Stovall) to adjourn the meeting at 4:31 p.m. Motion passed unanimously.**

Respectfully submitted,  
DeRese Hall