



241 SE 7th
Street
Madras, OR
97741

JEFFERSON COUNTY LIBRARY DISTRICT REGULAR MEETING SUMMARY

August 9, 2016

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

1. Call to Order

The meeting was called to order at 4:01 p.m. by Board Chair Guy Chittenden. There was no public comment.

2. Agenda

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

3. Accept Minute Summary

It was moved by Bill Vollmer and seconded by Stovall to accept the minute summary of the July 11 joint meeting and the regular Board meeting of July 12, 2016. Motion passed unanimously.

4. Financial Review

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

5. Executive Session

There was no executive session.

6. Unfinished Business

100th Birthday Celebration

The success of the centennial event was discussed and thank you cards were passed out for Board member's signatures. Appreciation was expressed towards the Endowment Foundation, staff, business partners, and all of the individual volunteers that attended the event. The event definitely wouldn't have been as successful without everyone's help.

Architect proposal

The Board agreed on two main issues: 1) they did not want the building project to be tabled and 2) the cost of the proposal from Mackenzie was higher than anticipated. Discussion centered on the possible magnitude of the building project and also the timing of the building project. While considering the cost of the new facility, it was requested that the Library's accountant be invited to attend the September meeting.

It was moved and seconded (Hillis/Stovall) that Hall contact Mackenzie and thank them for their proposal but the Board has decided not to proceed at this time. Motion passed unanimously.

It was requested that SDAO be contacted in regards to RFP and/or contract information. Any information received will be shared with the Board immediately. In order to make sure that the building project topic is ongoing, it will be listed on the agenda under "Unfinished Business" for discussion at future Board meetings.

7. New Business

There was no new business at this time.

8. Governance

Board Job Description

After clarification on the meaning of item #1 (“The Board will provide the link between the District and the patrons.”), the Board was deemed to be in compliance.

9. Executive Limitations

Global Executive Constraint

The Board was deemed to be in compliance.

10. Director/Youth Services report

Opening on Friday was discussed. Stats are being compiled as best they can so that reasonable comparisons can be made in the future.

11. Upcoming Dates

August 24 – SDAO regional networking meeting

September 13 – next regular Board meeting

12. Other

Hall will be on vacation this month and two check signers will be needed for paychecks. Hillis, Stovall, and Vollmer will make sure that checks are taken care of.

13. Adjournment

It was moved and seconded (Hillis/Stovall) to adjourn the meeting at 5:44. The motion passed unanimously.

Respectfully submitted,
DeRese Hall