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Street  
Madras, OR  
97741

## JEFFERSON COUNTY LIBRARY DISTRICT REGULAR MEETING SUMMARY

March 13, 2018

Board members present: Karen Esvelt, Stephen Hillis, Susan Stovall, Bill Vollmer

Arriving late: Guy Chittenden

Library Director: DeRese Hall

Secretary: Suzanne Britton

### 1. Call to Order

The meeting was called to order at 3:03 p.m. by Board Chair Stephen Hillis.

### 2. Approve Agenda

**It was moved by Bill Vollmer and seconded by Susan Stovall to approve the agenda with flexibility. The motion passed unanimously.**

### 3. Public Comment

None

### 4. Accept Minute Summary

**It was moved by Karen Esvelt and seconded by Stovall to approve the regular board meeting minutes of February 13, 2018. No discussion. Motion passed unanimously.**

### 5. Financial Review

**It was moved by Stovall and seconded by Vollmer to accept the financial review as presented. Motion passed unanimously.**

### 6. Executive Session

The board moved into executive session under ORS 192.660 (2) (e) deliberation on real property transactions, at 3:05 p.m. and moved back into regular session at 4:58 p.m. Potential property growth and expansion of the library was discussed. The Bean Foundation was in attendance along with the architect. No decisions were made at this time.

### 7. UNFINISHED BUSINESS

#### New Facility Update

See Executive Session information.

#### Statement of Concern

A Controversial Materials Committee has been formed to review the library material, "Die Wergelder". Opinions from that committee will be submitted and presented to the Board. The Board will review those opinions and submit their decision on this matter during the regular Board meeting in April.

#### SDAO Conference Report

This item has been moved to the regular board meeting agenda in May.

#### Policy Addition

**It was moved by Stovall and seconded by Esvelt to amend page 5 of the Governance Policy (as presented) regarding the public requesting time on the agenda. The motion passed unanimously.**

## **8. NEW BUSINESS**

### **Distribute Budget Calendar**

New budget calendars were distributed to the Board members. It was requested that the regular June Board meeting date be moved from June 12 to June 5 and begin at 3:00 p.m. The Board was in agreement. At this time it was noted that some of the information on the Budget Calendar will need changing.

### **Distribute Director's Evaluation Packet**

There was confusion surrounding the Director Evaluation packets that were sent out. They will be resent.

### **Annual Vision Review**

The Board discussed their vision for the upcoming year. The consensus seemed to be that the Board was happy with what was happening currently at the library, however this would be their wish list. Some items discussed included: increasing the budget for more downloadable materials, having mobile check out capabilities in order to check items out to residents at other locations, have one large author event in the fall, and offering free home delivery service of library materials for anyone interested.

## **9. Executive Limitations**

**It was moved by Vollmer and seconded by Stovall to accept the amendment to the Emergency Library Director Succession** (that document will be included in the Minutes and Public Records notebook). **The motion passed unanimously.**

## **10. Director and Youth Services Reports/Stats**

There was discussion regarding information received from a patron in regards to adding a "Toybrary". This type of service has been discussed in the past but not specifically relating just to children. The information received was specifically for checking out children's items and/or toys. Consensus on this issue was that it sounded like a wonderful program but some of the concerns expressed included missing parts and pieces, the cleanliness of the items, and space restrictions for items while they were awaiting checkout.

Stovall asked whether there had been any contact with the Endowment Foundation (EF) since information had been shared with the library Board in February. Other than Hall letting EF secretary Linda Clowers know that when there was a firm date from the library Board with building project information, Esvelt had had a conversation with EF member Marie Glenn. Esvelt shared that it was Glenn's hope that there might be a meeting of the Foundation soon so that questions regarding their recruitment, bylaws, help given to the library district with funding, etc. might be clarified. Consensus was to wait for the EF to make contact with the Library Board or the board would contact the EF once again when there was specific information to report regarding the new facility.

## **11. Library Closures**

None

## **12. Upcoming Dates**

The next regular Board meeting will be on Tuesday, April 10 at 3:00 p.m.  
Community Read will be April 5 and 6.

## **13. Agenda/Budget Additions**

Budget additions could result from the above listed Annual Vision Review items.

## **14. Other**

None

## **15. Adjournment**

Hillis adjourned the meeting at 5:56 p.m.

Respectfully submitted, Suzanne Britton