



241 SE 7th
Street
Madras, OR
97741

**JEFFERSON COUNTY LIBRARY DISTRICT
REGULAR MEETING SUMMARY**

August 14, 2018

Board members present: Stephen Hillis, Suzan Stovall, and Bill Vollmer
Absent: Guy Chittenden and Karen Esvelt
Library Director: DeRese Hall
Secretary: Suzanne Britton

1. Call to order

The meeting was called to order at 3:01 p.m. by Board Chair Stephen Hillis.

2. Approve agenda

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

3. Public comment

None

4. Accept minute summary

It was moved by Stovall and seconded by Vollmer to approve the regular board meeting minute summary of July 10, 2018. The motion passed unanimously.

5. Financial review

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

6. Executive session

At the end of the meeting, the board moved into executive session under ORS 192.660(2)(e) deliberation on real property transactions. Information on that session is listed below.

7. UNFINISHED BUSINESS

New facility

This topic was discussed in executive session.

Director statement on scheduling

The scheduling document that was sent to the board was accepted. Board member Guy Chittenden, who was not present at this meeting, had issues regarding this subject. The director was asked to invite him to the office in order to listen to the tapes from the previous board meeting, if he so desired.

8. NEW BUSINESS

Board contact information

A list of all board member's information was sent out. All members present confirmed that they received the list and that the information stated was correct.

Audit confirmation

The packet received from Price/Fronk included their fee which was stated as “not to exceed \$10,500”. As that’s the budgeted amount for the upcoming year, the board confirmed acceptance of Price/Fronk as the district’s auditor.

Rental comparison sheet

A handout was presented to each board member showing the last two fiscal years’ worth of rental information. The board members were pleased with the revenue information.

9. Board Governance

Board job description

The board agreed that they are in compliance with page 3 of the policy.

10. Executive Limitations

Global executive constraint

The board agreed that they are in compliance with page 20 of the policy.

11. Director and Youth Services Reports/Stats

Director’s Report

The board wishes to say thank-you to the members of The Friends of the Library for their great job with the book sale. Hillis and Stovall will prepare a card. The Friends are looking for a few new members to volunteer one day a month and also to help during the two to three days of the sale.

It was requested that in the future some of the statistical information be presented in graph form so that it is easier to make comparisons.

12. Youth Report

No questions or comments.

13. Library Closures

Monday, September 3, the library will be closed for Labor Day.

14. Upcoming Dates

The next regular board meeting will be Tuesday, September 11.

15. Agenda/Budget Additions

It was requested that the Westside Community Campus (WCC) be placed on the agenda. Items regarding that subject will be discussed during the ongoing Unfinished Business of “new facility”.

It is hoped that there will be information to report in regards to the cost of electrical repairs on the 8th Street duplex.

16. Other

Former board member, Kathie Olsen, will be invited to attend an upcoming board meeting.

At 3:39 p.m. the board moved into **executive session**. At 4:17 p.m. the board moved back into regular session. Discussion in executive session included WCC and possible changes to the library’s architectural drawing. No decisions were made.

17. Adjournment

It was moved and seconded Vollmer/Stovall to adjourn the meeting at 4:18 p.m. The motion passed unanimously.

Respectfully submitted, Suzanne Britton