

Minutes
Board of Directors Meeting
November 13, 2018 at 2:00 p.m.
Driftwood Public Library
Lincoln City, OR

ATTENDANCE – BOARD

Chris Boyle
Brian Fodness, President
Emily Portwood
Marta West

ATTENDANCE – STAFF

MaryKay Dahlgreen, District Director

ATTENDANCE – VISITORS

Kirsten Brodbeck-Kenny, Driftwood Library Director
Spencer Rockwell, Special District Association of Oregon

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 2:00 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

4 members were present, quorum was established.

APPROVAL OF THE AGENDA

There were no changes or additions made to the posted agenda.

EXECUTIVE SESSION

Board President Brian Fodness called the Executive Session to order pursuant to ORS 192.660 (2)(f) which allows the Board to consider information or records that are exempt from disclosure by law, written advice from attorney at 2:05 p.m.

OPEN SESSION

Board President Brian Fodness reconvened the open session at 2:50 p.m.

MINUTES

Chris Boyle moved to approve the October 9, 2018 minutes as presented. Marta West seconded the motion. The motion passed with 4 votes. Virginia Tardaewether abstained as she was not present.

REPORTS

Financial Report:

MaryKay Dahlgreen reported that accurate financial reports are currently unavailable due to reconstructing the previous several years and setting up an accounting system. She anticipates that we will have financial reports beginning again in December.

District Librarian's Report:

- MaryKay Dahlgreen reported that the Siletz Valley Friends of the Library (SVFOL) have agreed to pay ½ of the bill for updating lighting at the Siletz Library. They will also be writing a grant to the Siletz Tribes for a new bookdrop. The Siletz staff will be writing a grant to the Tribes for a technology evaluation and upgrade.
- Working with the Siletz staff the decision has been made to close the Siletz Library at 6:00 p.m. on Thursdays during the winter, rather than the current closing at 8:00 p.m. There is no use of the library between 6:00 and 8:00 and we are concerned about a single staff person being there after dark. We will re-evaluate in the spring.
- The partner libraries have submitted a monthly report which is included in the Board packet on the website.
- The Annual Public Library Statistics have been submitted to the State Library of Oregon as required.
- The annual Special Districts Association of Oregon (SDAO) Best Practices survey has been submitted to SDAO. Our results will give us an 8% discount on insurance we purchase through SDAO in 2019.
- Brian Fodness noted that the Umatilla County Special Library District website is excellent and MaryKay Dahlgreen commented that we are using that as a model for our website, both the look and the content.
- The Lincoln County Library District has joined the American Indian Library Association and the Association of Rural and Small Libraries. Both have value for staff and partner libraries.
- MaryKay Dahlgreen attended training on the Pay Equity law put into place by the Oregon Legislature and will begin implementation. She also attended Risk Management training provided by the SDAO.

PUBLIC COMMENT:

Kirsten Brodbeck-Kenney, Director of the Driftwood Library, welcomed the Board to the Library and provided an overview of activities and programs at the Library recently.

OLD BUSINESS:

Emily Portwood requested an update on the required audits of 2016-2017 and 2017-2018 at the December meeting.

NEW BUSINESS:

MaryKay Dahlgreen requested that the Board pass a resolution to surplus the 2005 Ford Van and 4 snow tires. They are no longer needed by the District. Chris Boyle moved to pass the resolution to surplus the 2005 Ford Van and 4 snow tires. Marta West seconded. The motion passed with 4 votes. Virginia Tardaewether abstained as she was not present.

NEXT DISTRICT BOARD MEETING:

The next meeting will be December 11, 2018 at the Siletz Public Library at 12:00 p.m.

ADJOURN

Meeting was adjourned at 3:20 p.m.

Respectfully submitted by MaryKay Dahlgreen