Minutes

Lincoln County Library District

Board Meeting

December 10, 2019

12:00 p.m.

LCLD Administrative Office

141 NW 11th

Newport, OR

ATTENDANCE—BOARD

Brian Fodness- President

Emily Portwood - Phone

Virginia Tardaewether

Marta West

Chris Boyle

GUEST

Lillian Curanzy, Newport Public Library

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:05 P.M.

CALL THE ROLL AND ESTABLISH QUORUM

All members present, quorum was established.

APPROVAL OF THE AGENDA

Approved.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF NOVEMBER 12, 2019 MEETING MINUTES

Chris moved and Virginia seconded approval of the minutes of November 12, 2019. Passed unanimously.

DIRECTOR’S REPORT

* Highlighted written report including WWI exhibit at Siletz Public Library. Siletz staff submitted grant application to Tribal Charitable Fund for new staff computers.
* Regional gathering of Dolly Parton Imagination Library, the Ripey Foundation has agreed to fund ½ of the DPIL for another year.
* Mock Pura Belpre Award is based on the national Pura Belpre Award sponsored by REFORMA (librarians who serve Spanish speakers) to honor a Latinx author and illustrator.
* MaryKay attended Whoville Party at Waldport Public Library as the Grinch so couldn’t attend the Siletz City Council meeting but did send a message to the Mayor to share with the city council about the Siletz Public Library holiday hours.
* MaryKay distributed a press release from Curry County about the role of special districts and how they are funded. There is a Curry County Commissioner who is looking at taking funds away from special districts for the County expenses. Special Districts Association of Oregon will be providing information about special districts at the meeting described in the press release.
* Handed out annual report from Driftwood Public Library that is a district requirement for each library we provide funding to.
* MaryKay talked about the Lincoln County librarians who attended the Guadalajara Book Fair with the Libros For Oregon project.

FINANCIAL REPORT

* We have received the bulk of our 2019 taxes of which 70% goes to our partner libraries. ½ in December and then the other half monthly from January through June.
* A fund of the Oregon Community Foundation has granted the District $2,500 which is for general operating expenses. MaryKay would like to focus those funds for the needs assessment and strategic planning rather than just putting it in general fund.
* Emily asked if we could not pay bank charges, MaryKay will investigate that.

OLD BUSINESS

Director’s Goals and Timeline

MaryKay has created the requested list of goals and timeline for the next calendar year. Virginia suggested that marketing and outreach plan might be better started after the strategic plan has been completed. We will move that to begin in October.

Approval of Local Option Levy

Chris moved and Virginia seconded approval of the local option levy, passed unanimously.

Emily asked MaryKay to update the website with the election results.

Discussion of “What It Means to Be a Trustee” and “Trustee Competencies”

MaryKay demonstrated logging into the trustee training that is being provided by the State Library of Oregon.

NEW BUSINESS

2019-2020 Distributions to Libraries

After a discussion of the current formula Virginia moved and Marta seconded the funding distributions to our partner libraries for 2019-2020 based on the included formula.

Prevention of Workplace Discrimination, Harassment, and Retaliation Policy

Chris moved and Marta seconded approval of Resolution 2019-12.1. Passed unanimously.

Changes to Retirement Contributions

There was a discussion of how this should be handled in the future. Emily asked about Jane’s evaluation in relation to the additional $500 per month. Virginia moved and Emily seconded to

add $1077 to MaryKay’s salary, $500 month to Jane’s salary, going forward the employer contribution will be 6% of gross salary for full time employees.

GOOD OF THE ORDER

MaryKay brought two additional items that are included in the packet. One is an annexation into the City of Newport and the other item is an article in the Newport News Times about an award Waldport Public Library received for an LSTA grant project.

Brian requested that MaryKay make the Board aware of notices about annexations when they arrive rather than when they have been decided upon.

NEXT DISTRICT BOARD MEETING

Tuesday January 14, 2020 at the District Office, 141 NW 11th, Newport.

ADJOURNMENT

Meeting adjourned at 1:30 p.m.