Minutes

Lincoln County Library District

Board Meeting

June 11, 2019

12:00 P.M.

Guin Library

Hatfield Marine Science Center

Newport, OR

ATTENDANCE—BOARD

Brian Fodness- President

Emily Portwood

Virginia Tardaewether (phone)

Marta West

Chris Boyle

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

ATTENDANCE—PUBLIC

Rob Mills, Special Districts Association of Oregon

Paul Nielsen, Isler CPA

Laura Kimberly, Director Newport Public

Shanta Carter, Admin. Ass’t. to George Dunkel, SDAO

Rob Mills, Special District Association of Oregon

Terry Tillman

BUDGET HEARING

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:00 P.M.

CALL THE ROLL AND ESTABLISH QUORUM

Five members were present, quorum was established.

BUDGET HEARING CLOSED AT 12:05

BOARD BEST PRACTICES ASSESSMENT

Rob Mills conducted a best practices assessment with the LCLD Board. He will send his notes from the meeting as well as his recommendations for the Board. That will be discussed at the next Board meeting.

OLD BUSINESS

**Audit**

Paul Nielsen, auditor from Isler CPA, discussed the findings which are contained in his letters to the Board about the 2016-2017 audit that was just completed. Nielsen discussed the material weakness of separation of duties discovered and mentioned that it will also occur in the 2017-2018 audit. He also explained “materiality” as it relates to municipal audits.

APPROVAL OF PREVIOUS MEETING MINUTES—May 14, 2019

Chris Boyle moved to accept the previous meeting minutes and the budget committee minutes. Emily Portwood seconded the motion. Motion passed unanimously.

REPORTS

**Director’s Report**

Attached. Director noted that she will be attending Siletz City Council meetings to deliver Siletz library reports that Sally Jennings, Siletz Valley Friends of the Library, has been delivering for many years. The meetings are the second Monday of the month at 7:00 p.m.

**Financial Report**

Attached. Chris Boyle moved, and Marta West seconded to accept financial report. Motion passed unanimously.

OLD BUSINESS

**Lease on Office Space at 141 NW 11th, Newport**

I spoke with Wayne Belmont, Lincoln County Attorney, about the draft lease. He would like to include more clarity around our use of the meeting space and options for getting out of the lease if necessary. We also need something in writing from the building owner about allowing Shangri La to sublet to LCLD. Marta moved to authorize MaryKay and Brian to sign the lease after review of, and agreement with requested changes by Wayne Belmont and Board members.

NEW BUSINESS

**Resolution No. 06-2019-1, Resolution for Adopting the FY 2019-2020 Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax per ORS 294-456**

Marta West moved and Brian Fodness seconded adoption of Resolution No. 06-2019-1. Motion passed unanimously.

**Board Calendar**

Board will meet on the second Tuesday at noon for the 2019-2020. There will not be a meeting in July 2019.

NEXT DISTRICT BOARD MEETING

The next meeting will be August 13, 2019 at 12:00 pm at the LCLD office.

ADJOURN

Meeting was adjourned at 2:20 p.m.