



Minutes  
Lincoln County Library District  
Board Meeting  
December 13, 2022  
12:00 p.m.  
132 NE 15<sup>th</sup> and Zoom

ATTENDANCE—BOARD

Chris Boyle  
Virginia Tardaewether  
Carla Clark  
Susan Garner

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Chris Boyle called the Regular Board Meeting to order at 12:05 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

PUBLIC COMMENT

APPROVAL OF MEETING MINUTES

Virginia moved and Carla seconded approval of the Regular Board minutes of November 8, 2022. Passed unanimously.

BOARD MEMBER REPORTS

## DIRECTOR'S REPORT

MaryKay attended the SDAO Board meeting on November 16, 2022, via zoom and the Siletz Valley Friends of the Library meeting on November 17, 2022.

The Local Government Finance Survey from US Census Bureau and the 2022 Ready Read Grant report from the State Library of Oregon were both completed and submitted.

MaryKay had a variety of meetings and discussions about the LCLD purchase of the building we are currently renting.

It was noted that the city of Newport was planning to annex some property that might affect LCLD. We are in contact with the assessor to determine the possible impact.

Jane Cothron is planning to retire at the end of March 2023. There was some discussion about timing and the Board suggested that we wait until the new director is hired to replace her. MaryKay suggested that Jane might be willing to work on a contract to keep things moving smoothly after she retires.

### Upcoming

December 26,2022 Christmas Holiday

January 2,2023 New Year Holiday

January 3-6,2023 MaryKay Vacation

## FINANCIAL REPORT

We have received a large portion of our tax receipts for this year. MaryKay will work with our accountant, Summer Sears, to develop a budget plan for the Siletz Library for the next fiscal year.

## OLD BUSINESS

### **Paid Leave Oregon**

New program will become effective in January 2023. Being a small employer, LCLD doesn't need to contribute the employer portion but if we do we would be eligible for grants if we need to backfill staff. It would be approx. \$1,000 a year if the District did contribute. Carla moved, and Susan seconded that LCLD contribute the employer portion of Paid Leave Oregon. Passed unanimously

### **Building Purchase**

After discussion with an attorney and a realtor, which included concerns about private financing, having a building inspection, and the importance of the contract being a trust deed rather than a land sale contract, MaryKay talked with Ron Cole, the seller, to clarify that the contract is a trust deed, which it is. The Board noted that an inspection would be a good idea. Virginia moved, and Carla seconded that we accept the sales agreement with the additions that we confirm the trust deed and that we have a building inspection. Passed unanimously.

Virginia left the meeting

**Resolution #2022-12.1**

Carla moved, and Susan seconded that Resolution #2022-12.1 authorizing the Board President and the District Director to sign the sales agreement and complete the transaction contingent on building inspection. Votes were Carla Clark, yes; Susan Garner, yes; Christ Boyle, yes.

NEW BUSINESS

**Director Recruitment Timeline and Process**

Susan moved, and Carla seconded the adoption of the proposed director recruitment and timeline. Passed unanimously.

**2022-2023 Partner and Member Library Allocations**

Susan moved, and Carla seconded the proposed 2022-2023 partner and member library allocations contingent on receiving the signed Library Services Agreement from the City of Newport and with the proviso that checks don't go to the city of Siletz, their funding is part of LCLD's budget. In the 2023-2025 budget process we will include a process to separate funding for the Siletz library.

GOOD OF THE ORDER

NEXT DISTRICT MEETING

The next regular meeting of the LCLD Board will be held on Tuesday January 31, 2023 at noon at the LCLD office and on zoom.

ADJOURNMENT

Meeting adjourned at 1:20 p.m.