

Lincoln County Library District Board

**Regular Meeting
 Tuesday, May 14, 2019
 After Budget Committee Meeting to be held at 12:00 p.m.
 Oregon Coast Community College
 Community Room
 400 SE College Way
 Newport, OR**

Agenda	
Call to order	President
Call the Roll & Establish Quorum	Secretary to the Board (Director)
Introductions	President
Approval of the Agenda	President

Topic	Lead	Purpose Outcome
Public Comment	President	Anyone may come forward at this time. Comment on any Topic not on the Agenda. Public comment will be invited on Agenda items at time of consideration. Only those who sign up will be heard at that time. Only Board directed general discussion is permitted.
Minutes Board Meeting April 9, 2019	President	Approval
Calendar Update	Director	Information
Correspondence	Director	Information
Reports		
Director's Report	Director	Information
Financial Report	Director	Acceptance
Old Business		
Retirement Program	Director	Update
Audits	Director	Update
New Business		

Proposal on Office Space Rental	Director	Decision
Good of the Order		Information
Next District Board Meeting June 11, 2019 12:00 p.m. Location TBA		Information
Adjourn	President	Motion

Minutes
Board of Directors Meeting
April 9, 2019, 12:00 p.m.
City Hall, Lincoln City, OR

ATTENDANCE – BOARD

Chris Boyle
Brian Fodness, President
Emily Portwood
Marta West
Virginia Tardaewether

ATTENDANCE – STAFF

MaryKay Dahlgreen, District Director

ATTENDANCE – VISITORS

Gwen Griffith, Tonken Torp (by phone)
Spencer Rockwell, Special District Association of Oregon

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:00 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

5 members were present, quorum was established.

APPROVAL OF THE AGENDA

Added item to Old Business on “adoption of recommendation of Counsel on proposed course of action on retirement issue” 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 12:05 p.m.

OPEN SESSION

Board President Brian Fodness reconvened the open session at 1:05 p.m.

MINUTES

Chris Boyle moved to approve the March 12, 2019 minutes as presented. Marta West seconded the motion. The motion passed with 5 votes.

CALENDAR UPDATE

Budget calendar will be discussed under that specific agenda item. Emily requested that Board meetings be held in Newport during the summer, at least during July and August. Further discussion of Board locations and possibility of Board members calling into meetings. We will set the calendar for upcoming year at June Board meeting taking time and day into account.

There was discussion of the three open Board positions that will be considered during the May election.

OLD BUSINESS

2019-2020 Budget:

MaryKay distributed a budget committee roster which includes all Board members and a budget calendar for the proposed 2019-2020 budget. Chris moved and Virginia seconded appointing the budget committee as presented. All voted in favor.

Retirement Situation:

Brian moved and Chris seconded a motion to move forward with Gwen Griffith's recommendation on a course of action for the retirement system.

Resolution to Designate a Registered Agent for Lincoln County Library District:

Chris moved and Virginia seconded the resolution to designate MaryKay Dahlgreen as the registered agent for the Lincoln County Library District. All voted in favor.

Audits:

Isler CPA is on-site working on the 2016-2017 audit as is Summer Sears, our accountant.

REPORTS

Financial Report:

MaryKay Dahlgreen shared the financial report for March 2019.

District Librarian's Report:

- Carol and I met with the Mayor of Siletz to talk about the future of the Siletz Library.
- Sold 2004 Ford Van for \$2,125 and have designated the funds for furniture for the office. Gary Ruch removed the decals from the van, a great job, and took the tires to Ocean Tire for disposal.
- SDAO Board training will be on August 7th at Agate Beach Best Western and want all Board members to attend. Will provide registration information when it is distributed.
- Attended training on payroll taxes presented by Social Security, Oregon Departments of Revenue and Employment.
- 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.
- Provided an update to County librarians about progress on district issues.
- Attended Oregon REFORMA meeting at Driftwood Library and served as mistress of ceremonies for the State Battle of Books Tournament in April.

NEXT DISTRICT BOARD MEETING:

The next meeting will be May 14, 2018 at the Oregon Coast Community College Library after the 12:00 p.m. Budget Committee Meeting.

ADJOURN

Meeting was adjourned at 1:30 p.m.

Respectfully submitted by MaryKay Dahlgreen