

Minutes

Lincoln County Library District

Board Meeting

July 12, 2022

132 NE 15th Newport, OR and Zoom

12:00 p.m.

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 12:07 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

PUBLIC COMMENT

SWEARING IN OF NEW BOARD MEMBER

Susan Garner was sworn in as LCLD Board member from Zone 5. She will complete Brian Fodness’ term which expires June 30, 2023.

APPROVAL OF MEETING MINUTES

Virginia moved and Susan seconded approval of the Regular Board minutes of June 9, 2022. Passed unanimously.

BOARD MEMBER REPORTS

Carla noted that the Siletz Valley Friends of the Library are holding a raffle, baskets are on display at the Siletz Library. Tickets can be purchased at the Library and the raffle drawing will take place in September.

DIRECTOR’S REPORT

We have distributed 400 copies of *The* *Oregon Coast Quest Book* to partner and member libraries for the summer reading program. The funding was provided by the Ready to Read Grant administered by the State Library of Oregon. We anticipate the final 150 will be distributed next month.

LCLD will be co-hosting (with Oregon STEM Hub/Sea Grant) a Quest program at Big Creek Park on Tuesday July 12, 2022 from 5:00 to 7:00 p.m.

MaryKay was on vacation from June 14th through June 17th.

LCLD was closed on the 4th of July in celebration of Independence Day.

MaryKay will be on vacation July 18-20, 2022.

FINANCIAL REPORT

MaryKay noted that there was a mistake in the June payroll that carried over to July so the financial report will need to be corrected when the bookkeeper reconciles the July books. That change will be reflected in the August financial report. Carla moved and Susan seconded approval of the financial report. Passed unanimously.

OLD BUSINESS

**Building Purchase Update**

Ron Cole, the owner of the building, is moving forward with his condo sales that will allow him to finance our purchase of the building. We should have more information at the August meeting.

**Intergovernmental Agreement Discussion and Timeline**

The Board had a discussion about the draft IGAs and agreed that we should move forward with presenting them to the cities for review. Our attorney, Eileen Aikens, has suggested that we give the cities 60 days to review. MaryKay will send out a letter and the draft agreement in early August so we can have them signed by mid-October. The funding will begin to be distributed in December 2022.

NEW BUSINESS

**Board Officers Elections and Set Meetings for 2022-2023**

Chris Boyle agreed to continue as Board president. MaryKay suggested that the Board needs a vice-president instead of a treasurer, which would require a change to the bylaws. MaryKay will bring an update draft to the September meeting for review.

Chris moved and Virginia seconded the motion to have Chris Boyle continue as Board president and to continue holding monthly meetings on the second Tuesday at noon.

**Resolution 2022-7.1 to Change Bank Account Signatures**

Carla moved and Virginia seconded approval of Resolution 2022-7.1 to authorize the current members of the Board, Chris Boyle, Virginia Tardaewether, Carla Clark and Susan Garner, and the current director, MaryKay Dahlgreen, as check signers. Passed unanimously by voice vote.

**SDAO Best Practices Requirements for Insurance Discount**

MaryKay explained that Special District Insurance Services provides districts an opportunity to receive a 10% discount on liability insurance if we implement specific best practices, as defined by SDIS. The 2022 program requires

1. 2% Affiliate Organization Membership: we are members of the Oregon Library Association.

2. 2% Board Duties and Responsibilities Policy: MaryKay will be working on this to bring to Board in September

3. 2% Board duties and responsibilities checklist: Board will complete the self-evaluation checklist at September or October meeting.

4. 2% SDAO/SDIS Training: All Board members will have attended one on-line or in person training. Susan and Carla will have attended regional Board training, Chris and Virginia will watch either Boardsmanship 310 or Boardroom Dancing, found at [www.sdao.com/training-videos](http://www.sdao.com/training-videos)

5. 2% Board member education program: Carla and Susan have enrolled in the SDAO Board Leadership Academy.

GOOD OF THE ORDER

NEXT DISTRICT MEETING

The next regular meeting of the LCLD Board will be held on Tuesday August 9, 2022 at noon at the LCLD office and on zoom.

ADJOURNMENT

Meeting adjourned at 12:55 p.m.