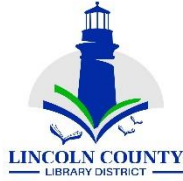


Lincoln County Library District Board
Special Meeting
Wednesday January 10 2024
132 NE 15th & Zoom
Newport, OR 97365

Agenda		
Call Regular Meeting to Order		President
Approval of the Agenda		President
Topic	Lead	Purpose Outcome
Public Comment	President	Anyone may speak at this time
Minutes Board Meeting Dec 13, 2023	President	Approval
Reports		
Board Reports	Board Members	Information
Director's Report	Director	Information
Financial Report	Director	Acceptance
Old Business		
New Business		
Resolution 2024-1.1 Increasing internal review of District payroll	Director	Approval
Resolution 2023-8.2 Renewal of local option levy measure	Director	Approval
Next District Board Meeting February 14, 2024		Information



Lincoln County Library District Board Meeting

Wednesday December 13, 2003

132 NE 15th Ave, Newport OR 97365

Meeting called to order at 10:15AM, Present: Carla Clark, Virginia Tardaewweather, Tim Merrill, Susan Garner, Chris Boyle (Remote). Bryan Miyagishima (secretary)

Agenda		
Call Regular Meeting to Order		President
Approval of the Agenda		President - approved
Topic	Lead	Purpose Outcome
Public Comment	President	Anyone may speak at this time
Minutes Board Meeting November 14, 2023	President	Approval – motion Virginia, seconded by Tim. Passed unanimously
Reports		
Board Reports	Board Members	The Toledo Umbrella parade was a success. Yachats is experiencing problems with the foundation for their new building, so will not be participating in the ILS project right now. The current building must be put on piers as well, and may possibly face relocation. The Siletz Friends have been working on resealing the library parking lot. Also, they received a grant from the Lincoln Co. Cultural Coalition for \$1600. Carla has reached out to the tribe for the balance needed for the \$2000 cost of resealing. The Siletz Library will celebrate 17 years in February.
Director's Report	Director	Information
Financial Report	Director	Acceptance The board expressed interest in working on a segment of the budget every meeting. They will work on payroll and healthcare lines during the January meeting.

Old Business		
Agreement with First Thursday Book Group	Director	<p>Review for discussion</p> <ul style="list-style-type: none"> - Bryan will create a room usage checklist for any users of the conference room. Once the book review group says they are okay with the agreement, we will have a formal signing at a future board meeting.
New Business		
Recommendation for 2023 library allocations	Director	<p>Decision</p> <ul style="list-style-type: none"> - Bryan recommended using the figure set by the budget team as the basis for allocation, \$1,524,332.00 . This figure will remain the same for the following year, although the allocation will increase according to the allocation formula that was previously created. - Move to approve by Susan / seconded by Tim. Approved unanimously.
"Technical Services Specialist" position description	Director	Discussion
2024 Spring election information	Director	<p>Discussion</p> <ul style="list-style-type: none"> - A resolution for measure language will be addressed in the January board meeting. -
Next District Board Meeting January 10, 2024		<p>Information</p> <p>January 10, 2024</p>

RESOLUTION No. 2024-1.1

INCREASING INTERNAL REVIEW OF DISTRICT PAYROLL

WHEREAS, the Lincoln County Library Board and its Director are charged with fiduciary responsibility for taxes paid into the District, and

WHEREAS, fiscal oversight is one of the regular duties charged to the board, and

WHEREAS, an audit of the District's fiscal year 2023 financial records indicated a material weakness, in the District's internal controls regarding, payroll, the District will take the following action:

The Lincoln County Library District resolves:

1. Upon receipt of the first payroll register of the fiscal year, to create a baseline amount for monthly payroll, and
2. Require the District Director to explain any deviation greater than 10% in their regular monthly report, and
3. Require the District Director to send payroll registers immediately upon receipt to the Board for review.

These actions shall take place immediately upon the District's Board meeting on the 14th day of February, 2024.

Chris Boyle, LCLD Board President

Bryan Miyagishima, LCLD Director

RESOLUTION No. 2024-1.2

RESOLUTION APPROVING REQUEST FOR BALLOT TITLE FOR PUBLICATION OF NOTICE OF THE LINCOLN COUNTY LIBRARY DISTRICT, OREGON, RENEWAL OF ITS LOCAL OPTION LEVY AT THE MAY 24, 2024 ELECTION

WHEREAS, the District current local option levy expires on June 30, 2020; and

WHEREAS, the District Board has determined that the voters of the Lincoln County Library District should be asked to renew the expiring local option levy for another five years at the current rate of \$0.09 for each \$1,000 of assessed value effective July 1, 2024, which will help the District maintain its current level of services,

NOW THEREFORE, BE IT RESOLVED THAT THE LINCOLN COUNTY LIBRARY DISTRICT AS FOLLOWS:

Section 1. The LCLD Board hereby approve the Request for Ballot Title to prepare to submit a measure to the District's voters renewing the District's Local Option Levy for another five years at a rate of \$0.09 for each \$1,000 of assessed value starting July 1, 2024.

Section 2. The Board President is authorized to sign the Request for Ballot title which shall be substantially in the form attached to this resolution as Exhibit A.

Section 3. The District shall publish notice of the Request for Ballot Title as required by Oregon law.

Section 4. This resolution is effective immediately upon its enactment by the District Board.

Chris Boyle, President, LCLD Board

Bryan Miyagishima, LCLD Director

Request for Ballot Title

Preparation or Publication of Notice

SEL 805

rev 08/21
OAR 165-014-0005

No later than the **81st day before an election**, a governing body that has referred a measure must prepare and file with the local elections official the text of the referral for ballot title preparation or the ballot title for publication of notice of receipt of ballot title. This form may be used to file the text of the referral and request the elections official begin the ballot title drafting process or file a ballot title and request the elections official publish notice of receipt of ballot title.

Filing Information

Election Date

Authorized Official

Contact Phone

Email Address

Referral Information

Title, Number or other Identifier

This Filing is For

☐ Drafting of Ballot Title Attach referral text.

☐ Publication of Notice Ballot title below.

Ballot Title Additional requirements may apply

Caption 10 words which reasonably identifies the subject of the measure.

Question 20 words which plainly phrases the chief purpose of the measure.

Summary 175 words which concisely and impartially summarizes the measure and its major effect.

By signing this document:

→ I hereby state that I am authorized by the county or city governing body, or district elections authority to submit this Request for Ballot Title – Preparation or Publication of Notice.

Signature

Date Signed