

**Board of Directors
Regular Meeting Minutes**

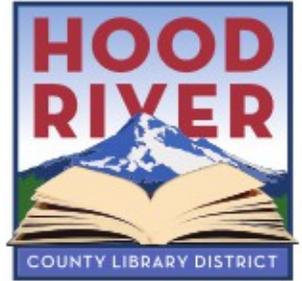
Tuesday, June 16, 2015, 7:00p

Jeanne Marie Gaulke Community Meeting Room

502 State St, Hood River

Suzanne VanOrman, President

Minutes prepared by Library Director Buzzy Nielsen



Present: Mary-Ethel Foley, Rachael Fox (staff), Buzzy Nielsen (staff), Mike Oates, Jean Sheppard (board member-elect), Sara Snyder, Alexis Vaivoda, Suzanne VanOrman

I. Additions/deletions from the agenda (ACTION)

VanOrman

President VanOrman called the meeting to order at 7:00p. Snyder moved to approve the agenda as presented. Oates seconded. The motion carried unanimously.

II. Conflicts or potential conflicts of interest

VanOrman

None stated.

III. Minutes from May 19 regular and May 26 budget meetings (ACTION)

VanOrman

Foley move to accept the minutes of the May 19, 2015, regular Board meeting and May 26, 2015, Budget Committee meeting as presented. Vaivoda seconded. The motion carried unanimously.

IV. Open forum for the general public

VanOrman

No public present.

V. Reports

i. Friends update

VanOrman

In addition to the written Friends of the Library report, VanOrman reported that they will not meet again until September. The Friends have their annual picnic potluck on Tuesday, August 11, 5:00p, at 505 Eugene St. in Hood River (Jean Harmon's home).

ii. Foundation update

Foley

In addition to the written Library Foundation report, Nielsen noted that several large decorative stones are being installed in northwest corner plant bed in the Georgiana Smith Memorial Gardens. Nielsen also now has a key to the irrigation system. The Foundation will work with local nonprofit WINGS to clean up areas of the Gardens.

iii. May financial statements

Nielsen

The May financial statements were unavailable at the time of the meeting. Nielsen reported, however, that the District received some unexpected tax revenue. In 2011, the District agreed to forgo revenue from some foreclosed properties to assist with an expansion of the Columbia Gorge Community College Hood River campus. Due to financial challenges at CGCC, the expansion isn't happening. The District therefore is receiving the deferred monies back, plus 0.6% interest, totaling \$4,171.22. He also noted that as of May 30, the District received \$17,430, or 2%, more than the budgeted amount of tax

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revenue. VanOrman noted that, at a recent Special Districts Association of Oregon (SDAO) local networking event, some districts pay their boards of directors. It was the consensus of the Board not to pursue this.

iv. Director's report

Nielsen

In addition to his written report, Nielsen noted the following:

- He will be on vacation June 18-23, July 3-6, and July 11-18.
- He will work with the new board members after he returns from vacation.
- Partially inspired by HRCLD's program, Fort Vancouver Regional Library created an adult summer reading program for the first time. HRCLD patrons from North Bonneville, Stevenson, and White Salmon encouraged them to add it based on their experience with HRCLD.
- VanOrman and Nielsen attended the SDAO local networking event, which had a variety of districts from several counties. During the event, there was some discussion about sick leave legislation and health insurance.
- The Board determined that it was appropriate for members and their families to enter the District Summer Reading Program drawings.

VI. Previous business

There was no previous business.

VII. New business

i. 2015-16 budget approval (ACTION)

Nielsen

VanOrman opened the budget hearing at 7.10p. There were no comments. The hearing closed at 7.12p. Oates moved to accept Resolution 2014-15.011, adopting the 2015-16 budget in the amount of \$1,851,737, making appropriations, imposing taxes of \$0.3900 per \$1,000 of assessed property value, and categorizing taxes. Foley seconded. The motion carried unanimously.

ii. Approval of recurring payments for 2015-16 (ACTION)

Nielsen

Foley moved to accept Resolution 2014-15.012, authorizing vendors for online and automatic payments in 2015-16. Oates seconded. The motion carried unanimously.

iii. Cascade Locks Library lease agreement (ACTION)

Nielsen

In response to a question from Snyder, Nielsen noted that the lease for the Cascade Locks Library will be paid in January 2016 and will be pro-rated if the branch is moved before then. Snyder moved to approve the intergovernmental agreement with the City of Cascade Locks to continue siting the District's Cascade Locks Library in Cascade Locks City Hall. Foley seconded. The motion carried unanimously.

iv. Sage Systems Librarian contract renewal (ACTION)

Nielsen

Snyder moved to approve the intergovernmental agreement with Baker County Library District, on behalf of Sage, for the District administering the Sage Systems Librarian position. Vaivoda seconded. The motion carried unanimously.

v. Discussion of 2015-16 President and Vice-President positions

VanOrman

The Board discussed officers for 2015-16. VanOrman agreed to be nominated for President, and Vaivoda agreed to be nominated as Vice-President. Elections will be held at the July 21 meeting.

vi. Discussion of 2015-16 regular meeting time

VanOrman

Continuing and new Board members agreed that the current meeting date and time of the third Tuesday of the month, 7.00-9.00p, at the Hood River Library works for all of them. Nielsen will prepare a resolution for the next meeting establishing the time officially for 2015-16.

vii. Executive session: Library Director evaluation

VanOrman

The Board moved into executive session at 7.19p to evaluate Nielsen, in accordance with ORS 192.660 (1) (i) Personnel. Nielsen and the Board invited Fox and Sheppard into the session The Board moved out of executive session at 7.23p. Oates thanked Nielsen for stepping up to the position when the reopening required so much commitment. Vaivoda said that Nielsen keeps things running well. VanOrman noted that it's a lot of work to keep the Board informed and she appreciates Nielsen's communication.

viii. Library Director contract renewal (ACTION)

VanOrman

The Board discussed renewing Nielsen's contract for 2015-16. Snyder asked if it should be stated in the contract that Nielsen must consult SDAO and legal counsel before terminating an employee. The Board felt that it was sufficient having this statement in the Personnel Policies. Nielsen also clarified that he does not plan to pay for an American Library Association membership himself as he thinks its worth neither the District nor his money. Foley moved to renew Nielsen's contract as Library Director from July 1, 2015, to June 30, 2016. Vaivoda seconded. The motion carried unanimously.

ix. Thank you to departing board members

Board

Continuing and new Board members thanked departing board members Foley and Oates. They were presented with flowers and vases in recognition of their service. It was noted that both worked incredibly hard to reopen the libraries after a year of closure. The initial Board worked well together, even though nobody understood what they were undertaking. Their efforts made Hood River County's libraries stronger..

VIII. Agenda items for next meeting, July 21, 2015

VanOrman

- Swearing in of new Board members
- Review of strategic goals
- Board officer elections
- Appointing agents of record
- Resolution establishing regular meeting time
- Legal services contract renewal
- Public Records Policy revision
- Board Library Foundation liaison

IX. Adjournment

VanOrman

The meeting adjourned at 7.41p.