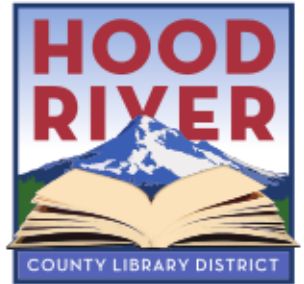


Board of Directors
Regular Meeting Minutes
Tuesday, November 29, 2016, 7.00p
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Sara Snyder President
Notes prepared by Library Director Rachael Fox



Present: Rachael Fox (Staff), Sara Snyder, John Schoppert, Jean Sheppard, Alexis Vaivoda, Karen Bureker

- I. Swearing in new Board member** Snyder
President Snyder called the meeting to order at 7.00p. Snyder swore in newly appointed board member, Karen Bureker.
- II. Additions/deletions from the agenda (ACTION)** Snyder
Snyder asked to move the Government Online Ethics training to the last item on the agenda. Schoppert moved to approve the amended agenda. Vaivoda seconded. The motion carried unanimously.
- III. Actual or potential conflicts of interest** Snyder
None stated.
- IV. Consent agenda (ACTION)** Snyder
 - i. Minutes from October 18, 2016 meeting**
Sheppard moved to approve the minutes of the October 18, 2016, as presented. Vaivoda seconded. The motion carried unanimously.
- V. Open forum for the general public** Snyder
No public present.
- VI. Reports**
 - i. Friends update** Fox
There was nothing to add to the written report.
 - ii. Foundation update** Schoppert
In addition to the written report, Schoppert noted the Foundation members will meet in December for a Feast of Words committee meeting and letter stuffing.
 - iii. October financial statements** Fox
In addition to the written report, Fox noted she will report her findings on the best course of action for the SAGE Fund at the December meeting.
 - iv. Director's report** Fox
In addition to the written report, Fox noted the following:
 - Outreach Specialist Patty Lara-Martinez is at the American Library Association Guadalajara International Book Fair in Guadalajara Mexico to purchase Spanish materials for the collection.
 - Assistant Director Arwen Ungar has joined Soroptomist.
 - I met with Hood River County School District Superintendent Dan Goldman. Goldman and I discussed the next steps involved in the moving the Cascade Locks branch. Goldman expressed his concern over the delay in the project and was hoping for reassurance it is still going to occur. He requested to have a plan in place to keep school children safe if the library is open during school hours. I will investigate this

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issue. In addition, I need to determine the cost of the project. The next step will be to contact FFA Architecture + Interiors, who has completed phase I of the planning process. Goldman and I agreed to meet at the end of February 2017. Snyder requested Fox provide an update each month to the Board regarding the project.

- In February, I will be attending a Budget and Finance class through the American Library Association Certified Public Library Administrator Program and a Local Budget Law workshop hosted by the Oregon Department of Revenue.

VII. New business

i. Digital signage at the Hood River Library Fox

Board members expressed agreement on installing digital signage behind the circulation desk. Snyder mentioned there might be more possibilities of advertising other services in the community for a fee. Fox will look into the cost of the screen and installation and reach out to the Library Foundation and Friends of the Library for funds.

ii. Medical Insurance Renewal (Action) Fox

Fox presented the annual medical insurance renewal. Board members generally agreed with renewing insurance in its current form. However, the Board suggested that we should consider alternatives next year, especially with the uncertainty with the new administration. For the 2017 renewal, Fox will form a committee with District staff to explore different carriers and policies. Schoppert moved to renew employee health insurance with PacificSource and Guardian Life Insurance Co. of America for the 2017 calendar year. Sheppard seconded. The motion carried unanimously.

iii. Government Ethics online training Fox

District Board members and Fox watched a twenty minute online training offered by Special District of Oregon.

VIII. Agenda items for next meeting

Snyder

Adjournment

Snyder

The meeting adjourned at 8.05p

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

ORS 192.660 (1) (d) Labor Negotiations

ORS 192.660 (1) (e) Property

ORS 192.660 (1) (h) Legal Rights

ORS 192.660 (1) (i) Personnel

The Board of Directors meets on the 3rd Tuesday each month from 7.00 to 9.00p in the Jeanne Marie Gaulke Memorial Meeting Room at 502 State Street, Hood River, Oregon. Sign language interpretation for the hearing impaired is available if at least 48 hours notice is given.