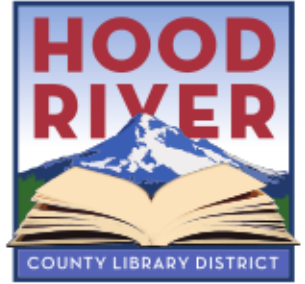


Board of Directors
Regular Meeting Minutes
Tuesday, November 19, 2019, 7.00p
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Brian Hackett, Board Member
Minutes prepared by Library Director Rachael Fox



Present: Rachael Fox (staff), Megan Janik, Sara Marsden, and Brian Hackett.

I. Additions/deletions from the agenda (ACTION) Hackett

Board member Brian Hackett called the meeting to order at 7:18pm. Marsden moved to approve the agenda. Janik seconded. The motion carried unanimously.

II. Actual or potential conflicts of interest Hackett

None stated.

III. Consent agenda (ACTION) Hackett

i. Minutes from October 15, 2019 meeting

Marsden moved to approve the consent agenda. Janik seconded. The motion carried unanimously.

IV. Open forum for the general public Hackett

None present.

V. Reports

i. Friends update Fox

There was nothing to add to the written report.

ii. Foundation update Fox

There was nothing to add to the written report.

iii. October 2019 financial statements Fox

There was nothing to add to the written report.

iv. Director's report Fox

- Fox recently attended the Gorge Community Foundation breakfast. The Library Foundation and Friends of the Library both have an endowment with the Gorge Community Foundation. A member from the Friends of the Library and two members from the Library Foundation attended the event. There was a presentation by the Gorge Community Foundation's new fund adviser.
- Fox conducted a presentation at the Odell Lions Club which focused on library services in Odell.

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541 386 2535

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- Fox attended an Emergency Shelter Training by the Red Cross for gorge community partners.

VI. Previous business

i. Odell Feasibility and Scoping Exercise proposal

Fox

Fox will send the proposal to local and state-wide consultants. The due date will be Monday, January 13, 2020.

ii. Annual planning session

Fox

Hackett, Marsden and Janik are available December 17. Fox will contact the board when she confirms the date with Hummel and the rest of the board members.

iii. Boiler bids

Fox

Fox stated she discovered the Energy Trust of Oregon offers this incentive to many organizations in Oregon and many of the contractors are busy replacing boilers at the end of the year.

Fox stated she agrees with McCotter's recommendation to not replace the boiler at this time.

The District should have an amount it contributes yearly to the replacement of the boiler and HVAC systems. Fox will ensure this is addressed in the next budget cycle. Hackett stated the amount should be at least \$10,000 per year. Fox agreed.

The board decided to not replace the boiler at this time.

VII. New business

i. Dental Insurance Renewal (ACTION)

Marsden made a motion to accept PacificSource for the dental insurance carrier for the District for the year 2020. Janik seconded. The motion carried unanimously.

ii. Special Districts Association Annual Conference Discussion

Fox

The board member discussed sending a board member this year. They decided to wait to discuss it further at the December meeting. Fox stated she did not plan to attend this year because Assistant Director Arwen Ungar will be leaving on parental leave around this time.

iii. Staff safety discussion

Fox

Fox stated she discussed the safety device further with the District lawyer Ruben Cleaveland and he stated there was an issue with recording audio. There is an Oregon statute that states both parties (or all parties) must be aware if they are being recorded. Cleaveland stated we could post a sign at the service desk, that the desk transactions may be recorded. Fox stated she did not feel comfortable since we have a policy to protect patron privacy. The Board agreed. Fox stated she would search for a device which alerts 911 but does not record the conversation.

VIII. Agenda items for next meeting

Hackett

IX. Adjournment

Hackett

The meeting was adjourned at 7:58pm.

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.