

Board of Directors
Regular Meeting Minutes
Tuesday, March 19, 2019, 7:00pm
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Karen Bureker, Vice President

- I. Additions/deletions from the agenda (ACTION)** Bureker
Vice President Karen Bureker called the meeting to order at 7:01pm. Fox stated Karen Bureker's name was added to the Resolution and Garden's Maintenance Contract since President Jean Sheppard was unable to attend the meeting. Fox also requested asking a discussion regarding a light pole in the garden. Marsden moved to approve the agenda as amended. Janik seconded.
- II. Conflicts or potential conflicts of interest** Bureker
None stated.
- III. Consent Agenda (ACTION)** Bureker
i. Minutes from February 26, 2018 meeting
ii. Invoice for Ayles Services
Hackett moved to approved the consent agenda. Janik seconded. The motion passed unanimously.
- IV. Open forum for the general public** Bureker
There was no one from the public present.
- V. Reports**
- i. Friends update** Fox
Nothing to add to the written report.
- ii. Foundation update** Fox
Nothing to add to the written report.
- iii. February 2019 financial statements** Fox
Hackett asked what we expected for this year budget and if it was roughly the same each year. Fox stated this fiscal year 2018-19 we expect to receive about 4.6% increase in current year tax revenue than 2017-18. In 2017-18, we received an increase of 5.4% current year tax revenue. In 2016-17, we received about [3.8% increase current year tax revenue. Fox stated 2.5% at the meeting.]
- iv. Director's report** Fox
Nothing to add to the written report.
- VI. Previous business**
- i. Contract for legal services (ACTION)** Bureker
Janik moved to approve the contract for legal services. Hackett seconded. The motion passed unanimously.
- Marsden moved to approve Resolution 2018-19.06, renewing legal services contractors. Hackett

seconded. The motion passed unanimously.

ii. **Approval Bid and Contract for Gardens Maintenance Services (ACTION)**

Bureker

Hackett moved to approve the updated contract for Gardens Maintenance Services. Janik seconded. The motion carried unanimously.

I. New Business

i. **Janitorial Services contract approval (ACTION)**

Bureker

Marsden made a motion to approve the Personal Services Janitorial contract. Janik seconded. The motion carried unanimously.

iii. **Social media policy (ACTION)**

Bureker

Janik made a motion to approve the updated Social Media Policy. Hackett seconded. The motion carried unanimously.

iv. **Library Director Evaluation (ACTION)**

Bureker

Bureker asked if there was any changes. Fox stated she is almost caught up with work that had accumulated during her parental leave, and she plans to give the entire staff an employee satisfaction survey, which was recommended by the board. Marsden made a motion to approve the Library Director Evaluation timeline and evaluation questions. Janik seconded. The motion carried unanimously.

v. **Gardens – light pole discussion**

Fox

Fox stated the light pole in the middle of the gardens area has several large cracks in it. There is also a section which looks like it could break apart off. Fox showed several pictures to the Board.

Schuepbach builders looked at the pole and they said they did not think it would fall over, based upon a pole with a similar design. Building maintenance person, Michael Peterson-Love conducted research and said he thought it was a hazard and pieces of concrete can break away and fall off the pole and it was not worth the risk, especially since water has been seeping into these cracks and we don't know the damage below the surface, or, what is causing it to crack.

Fox stated there is another pole made out of similar materials in the gardens and it does not have cracks in it.

Fox agreed with Peterson-Love's recommendation to remove the pole. The Board also agreed. Fox will contact Peterson-Love for an estimate to remove the pole. If the estimate, is beyond Fox's spending authority, Fox will contact Board President Jean Sheppard for approval and then bring the invoice for formal approval to the next board meeting. Fox will also research the cost of replacement and submit a proposal to the board.

VII. **Agenda items for next meeting**

Bureker

VIII. **Adjournment**

Bureker

The meeting was adjourned at 7:23pm.

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 9:00pm 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.