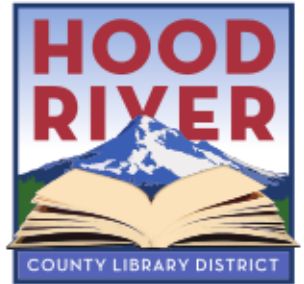


Board of Directors
Regular Meeting Minutes
Tuesday, September 18, 2018, 7.00p
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Jean Sheppard, President



Minutes prepared by Assistant Director Arwen Ungar
Present: Arwen Ungar (staff), Karen Bureker, Brian Hackett, Megan Janik, Sarah Marsden, Jean Sheppard

- I. Additions/deletions from the agenda (ACTION)** Sheppard
President Jean Sheppard called meeting to order at 7:09 p.m.
- II. Conflicts or potential conflicts of interest** Sheppard
None stated.
- III. Consent Agenda (ACTION)** Sheppard
 - i. Minutes from August 28, 2018 meeting**Attachments:
 - III.i. Minutes from August 28, 2018 meetingBureker moved to approve the consent agenda, Janik seconded. Motion carried unanimously.
- IV. Open forum for the general public** Sheppard
- V. Reports** Ungar
 - i. Friends Update**
The friends also met for the first time after the summer break. The Friends have 19,539.67 in their bank account. The library made their annual request of \$8,000 for summer reading programs and \$3,000 to continue Odell Bus service once a month throughout the year. The treasurer encouraged the library to ask for more money. The Friends plan on meeting a few volunteers in Cascade Locks to form their own subgroup of Friends.
 - ii. Foundation update** Ungar
The foundation met for the first time after the summer break. The fundraising and budget plans were proposed and will be brought back to the group for review and adoption after Jen and with some edits for the October meeting. On November 19, the foundation will hold a donor recognition event at the library at 8:00 a.m. Jen Bayer and Dawn Fitchen will represent the foundation at the Gorge Community Foundation breakfast, at the end of September.
 - iii. August financial statements** Ungar
Attachment: V.iii. August financial statements
 - iv. Director's report** Ungar
Marketing
 - Newsletter opens: 48%, which is double the industry average of 24% and the highest open rate yet. Click rate: 6% (Three times the industry average)

502 State Street
Hood River - OR 97031

541 386 2535

www.hoodriverlibrary.org

Facilities

- The HVAC system will be repaired the third week in September.
- Makerspace furnishing including building two maker tables has largely been completed, there will be additional shelving units installed.

Programs

- The library slows down with programming at the end of August through much of September as staff prepare for fall and winter programs.
- The library will have Portland soul musician Steve Hale perform this week and recently had a successful author program by Jackie McManus formerly of Hood River.
- The library is partnering with Goodwill industries to provide a series of job readiness skills classes in October.
- The library is partnering with the Gorge Happiness Project to provide a month of programming for all ages. This is the third year the library has offered this very successful month of programming.
- October and November Makerspace programming has been scheduled and includes programs for children, teens and adults including coding, robots, DIY art and a Family maker night.
- Hood River Reads plans to select the 2019 title by their next meeting at the end of September.

Personnel

- There have been no staff changes or updates.

VI. Agenda items for next meeting

Sheppard

VII. Adjournment

Sheppard

The Meeting was adjourned at 7:16 p.m.

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.