

Board of Directors
Regular Meeting Agenda
Supplementary information
Tuesday, October 18, 2022, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River
Jean Sheppard President

The Hood River County Library District is taking steps to limit exposure and spread of COVID-19 (novel coronavirus). The Hood River County Library District will hold this meeting by offering a hybrid format. Participants can attend in-person or on Zoom Conferencing.

Please use the following phone number or video link:

1-253-215-8782

<https://us02web.zoom.us/j/88987942233>

Meeting ID: 889 8794 2233

- | | |
|--|-------------------------|
| I. Additions/deletions from the agenda (ACTION) | Board member |
| II. Actual or potential conflicts of interest | Board member |
| III. Consent agenda (ACTION) | Board member |
| IV. Library Strategic Plan approval (ACTION) | Strategic Planning Team |
| V. Open forum for the general public | Board member |
| VI. Reports | |
| i. Friends update | Fox |
| ii. Foundation update | Fox |
| iii. August 2022 Financial Statements | Fox |
| iv. Director's Report | Fox |
| VII. Old Business | |
| i. Feast of Words project discussion | Fox |
| ii. Best Practice Program discussion | Fox |
| VIII. Agenda items for next meeting | Board member |
| IX. Adjournment | Board member |

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.

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| I. Additions/deletions from the agenda (ACTION) | Board member |
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| III. Consent agenda (ACTION) | Board member |

- i. Minutes from the September 20, 2022 meeting

- Attachment: III.i. Minutes from September 20, 2022 meeting

- | | |
|---|-------------------------|
| IV. Library Strategic Plan approval (ACTION) | Strategic Planning Team |
| o Attachment: IV.i. Strategic Plan | |

The Strategic Planning Team will present the Strategic Plan for formal board approval.

- | | |
|---|--------------|
| V. Open forum for the general public | Board member |
|---|--------------|

VI. **Reports**

- | | |
|--------------------------|-----|
| i. Friends update | Fox |
|--------------------------|-----|

- The Friends have donated \$2,000 for Hood River County Reads 2023.
- The Friends will have their annual holiday party on Sunday, December 11, 2-4pm.
- The Friends have set up a paypal account to accept donations and membership fees.

- | | |
|------------------------------|-----|
| ii. Foundation update | Fox |
|------------------------------|-----|

- The Hood River County Library Foundation is looking forward to hosting the Feast of Words Gala again in the spring of 2023. The Foundation needs help to make this fundraiser successful so they can continue to fund special projects for the Library District. They are seeking members for the Feast of Words Planning Committee. Please contact: **Foundation@hoodriverlibrary.org** to learn more.

- | | |
|--|-----|
| iii. August 2022 Financial Statements | Fox |
|--|-----|

Attachments:

- VI.iii. August 2022 Financial Statements

We are tracking well with \$738,144 in the General Fund, \$75,793 in the Grants Fund, and \$120,551 in the Capital Equipment Reserve Fund. We will start receiving tax revenue this month, with the bulk of the tax revenue arriving in November.

iv. Director's Report

Fox

Administration

- We hired Bill Weiler as our new Public Service Clerk. Many many people in our community know Bill. He is an active library user and supporter, as well as member of many boards and volunteer groups in the Gorge. Bill has spent the last 30 years of his career as an environmental educator, biologist, fundraiser and volunteer manager. He has worked with city, county, state and federal governmental agencies, Native American Tribes, small and corporate private landowners, and non-profit organizations. In 1997, he established the Columbia Gorge Ecology Institute (CGEI), a community based non-profit organization which has brought environmental science education to over 25,000 rural students.
- Our new Children's Services Librarian Annelisa Gebhard started in her new position on October 1. Annelisa has recently returned from abroad. Previously, she worked for the Library District as a Public Service Clerk & Substitute for five years and before that she in California as a Youth Services Librarian. Annelisa has her Masters degree in Library Science and has worked in libraries for almost 15 years.
- We have hired Lauren McNeely as our new Substitute Public Service Clerk. Lauren is a new resident to the Columbia Gorge. She currently works at Analemma Winery and will be sharing her time with us, in addition to owning and running her own farm and skin care business. She also has an academic background in English and Film.
- I have postponed the Library Board Policy review for this month. I have worked additional hours for the past six weeks due to hiring new staff members, filling desk and outreach shifts due to staff shortage, and receiving and preparing the Bookmobile. I will have a policy for review in November.
- Starting, Saturday, October 15, we are shifting to winter hours for the Cascade Locks and Parkdale Libraries. We have low use during the hours of 6-7pm during the fall/winter months.

Winter Hours

Cascade Locks Library

Tuesdays, Thursdays 3pm-6pm
Wednesdays, Fridays, Saturdays 10am-2pm

Parkdale Library

Tuesdays, Wednesdays, Thursdays 3pm-6pm
Fridays, Saturdays 10am-2pm

Programs and Services

- Bookmobile
 - The Bookmobile has arrived! The Library Foundation, Friends of the Library and Library District want to thank our many donors and supporters who made this dream a possibility! Our community contributed the entire amount to purchase the bookmobile in less than two months, bringing our dreams to provide equitable services throughout Hood River County to fruition.
 - We plan to introduce our community to the Bookmobile at our unveiling gathering on **Saturday, November 5 at 3:00 p.m at the Hood River Library**. Please join us tours of the bookmobile and light refreshments.
 - Library staff are currently in the process of learning the drive the Bookmobile and preparing it to offer full services. We are currently visiting the Odell Mobile Home Park in Odell every Saturday. We are serving 38 families and 70 kids total! We drive the Bookmobile door-to-door and offer families a selection of books, a craft bag, and a snack. We will be expanding our services this fall. We'll post the schedule on our Bookmobile page on our [website](#).
 - Over the next three months, library staff will be spending our \$75,000 grant we received from the State Library to stock the bookmobile with library materials, technology, Library of Things items, free books, and crafts kits.



- The program staff have been working hard to provide creative programming for this fall. Please check out [newsletter](#) for a full list of October programs.
- All Ages

- **Arcade Night!** Starting in November, join us every first Saturday of the month from 4 to 6 p.m. for rad retro cabinet arcade games and other electronic offerings for fans of all ages to enjoy.
- Adult programs
 - Book Club - Wednesday, November 2 at 6:30 p.m. Hood River Library Meeting Room & [Zoom](#) This month's book club selection *Vesper Flights* by Helen Macdonald.

From the *New York Times* bestselling author of *H is for Hawk* and winner of the Samuel Johnson Prize for nonfiction, comes a transcendent collection of essays about the human relationship to the natural world.

 - Only Hope: A Survivor's Stories of the Holocaust Thursday October 20 at 7 to 8:30 p.m. Hood River Library Reading Room. Before she passed away in 1974, Felicia Bornstein Lubliner, a Polish survivor of the Auschwitz and Gross-Rosen concentration camps, wrote and spoke publicly about her experiences during the Holocaust. Her powerful stories have been published by her son, Irving Lubliner, Professor Emeritus at Southern Oregon University. He will share excerpts from Only Hope: A Survivor's Stories of the Holocaust, shedding light on his mother's experiences and indomitable spirit, as well as his own experience as a child of Holocaust survivors and his process in bringing the book to fruition.
 - Aging in the Gorge Presents: *Together* by Vivek H. Murthy a Discussion Wednesday, October 26 at 6:30 p.m. Hood River Library Meeting Room.
 - Cascade Locks Book Club meets the Fourth Thursday of the month from 5:15 to 7:00 p.m. at the Cascade Locks Library. This month's selection is ***The House of Silk* by Anthony Horowitz**. It will be patron lead and free for all to join.
 - Writing Group: Every Thursday at 3 pm in the Hood River Library Gardens. Creative writing together! Join with fellow writers to work on your craft through prompts and (sometimes) share the results. For more information, please contact Patty Kaplan (310.710.3822).
 - Spooktober Movie Nights
 - Mummies! Zombies! Frankensteins! Join us every Friday in October at 5pm to enjoy (mildly) spooky movies in the library's new refurbished theater. Don't come alone!
 - Snacks and drinks will be provided. These movies are intended for teens and adults, but our last movie of the month will be for all ages!
 - Oct 7 - Young Frankenstein
 - Oct 14 - The Mummy
 - Oct 21 - Night of the Living Dead
 - Oct 28 - Coco (ALL AGES!)
- Teen programs



- LTC: Every Saturday at 11 a.m. Open to teens and tweens ages 12 to 19, the Library Teen Council is a volunteer group that helps plan library services, leads programming and assists the Teen Librarian.
- Teen Game Nights, Saturdays, 4-6p.m. Switch, Jackbox, board games, legos. Time to play! Open to ages 12 to 20, games will be in the Theater room.
- Murder Mystery Night Saturday, October 22nd at 5 p.m. Follow the clues, solve the murder, catch the killer and eat some snacks! Open to teens 12 to 20.
- Magic: the Gathering 2nd and 4th Thursdays from 4 to 6 p.m.
Magic is also changing nights! Going to Thursdays starting on Sept. 8, gamers of all ages can meet to play and learn Magic the Gathering. In the meeting room.
- Children's programs
 - Trick or Treat on the Bookmobile



- Visit the new Bookmobile on Oak Street in Hood River during the Hood River Downtown Trick or Treat event on Monday, October 31, 5-7pm.

- Family Storytime at the Hood River Library! Thursdays at 10:30 a.m. The storytime is open to all ages. Storytime will feature stories, songs and fun! Literacy enrichment will be at the heart of every session. Children will learn pre-reading skills, develop an increased vocabulary, and nurture a lifelong love of reading!
- We have expanded our Makerspace crafting hours at the Hood River Library. The new hours are Tuesdays-Thursdays 2-7pm, Fridays 2-6pm and Saturdays from 10am-6pm. There are a variety of craft supplies to create a masterpiece.
- The Cascade Locks and Parkdale branches have open crafting every Saturday from 10am-2pm. We offer a variety of supplies and the only thing required is their imagination!

VII. Old Business

i. Feast of Words project discussion

Fox

At the August 16, 2022 board meeting we discuss the Feast of Words project. Instead of focusing on purchasing a new circulation desk, I'd like to shift to expanding our services outside our locations. I believe we can apply for a grant in the future to help fund a new circulation desk to improve accessibility.

During the Strategic Planning process we heard people express they wished we had more amenities outside our locations. This fiscal year I would like to request the Library District focus on access for our staff and patrons.

I propose we do the following in our Gardens and outside the Parkdale and Cascade Locks locations.

- Install a permanent covered structure above the large patio next to the library book drop.
 - This would protect patrons from the elements and allow them to use the space during the summer and winter. This is a highly used area.
- Public Phone for patrons to use 24/7
 - We would use VOIP which would be a flat fee for the month. Baker County Library District was able to recently install a phone outside their library and found it is well used and the first few months.
- Solar charging stations
 - Purchase a charging station for Hood River and Cascade Locks which would allow patrons to charge their devices anytime.
- Signage
 - We will also replace and/or add new signage outside at each location. Hood River needs improved signage in the gardens to advertise charging areas and WiFi accessibility. We also need a sign on Oak street to announce we are the Hood River Library and Georgiana Smith Memorial Gardens. In addition, we need better signage outside the Cascade Locks and Parkdale to alert the community to the location of the two locations. We would hire a professional sign maker to design the signage.

I'd love to hear your thoughts before I present the plan to the Library Foundation at their next meeting.

ii. Best Practice Program discussion

Fox

Attachment: VII.ii. Board Member Education Program

The SDIS Best Practices Program was designed to assist special districts with implementing best practices to mitigate risk in areas of high exposure. Our district annually receives credits on our property/casualty insurance contributions and takes 10% off our district's general liability, auto liability, and property insurance contributions for the 2023 policy year. Each year Special District's has a theme for the Best Practices Program. This year, the theme and requirements revolves around the Board.

To receive credit, a district representative must complete the Best Practices Survey. **The deadline to complete the survey is Nov. 4, 2022.**

To receive our full discount this year, the Library Board will need to complete the following by November 1, 2022.

- **SDAO/SDIS training – Boardmanship 301 video – ALL BOARD MEMBERS** <https://www.sdao.com/boardmanship-301>
 - Every board member must watch this video series to receive the 2% discount. Please let me know when you complete the series. It will take 1.5 hours.
- **Board Member Education Program -ENROLL Two Board members**

- **Brian Hackett has enrolled in the program. We need another board member to enroll. We can discuss this further at the meeting.**
- To receive credit in this category at least two members of the board will need to enroll in the SDAO Board Leadership Academy.
<https://www.sdao.com/sdao-board-leadership-academy>. Please note, the board members do not need to complete the program by November 1, 2022. They only need to register for the program. Please see attachment VI.ii. for a complete description of the program.

Library Board members inquired at the August 16, 2022 Board meeting about the requirements and time commitment. I reached out to SDAO and they stated the only requirement is to register for the Board Academy. They are not requiring that Board members complete any assignment or training, although they hope the Board members registered would want to take some courses. They estimate it will take about 1 hour per topic. It will take anywhere between 3-6 hours per module. Board members would need to complete at least one module to obtain the Bronze certificate. In-person training will be held at regional training and conferences. Online options will also be made available.

VIII. **Agenda items for next meeting**

Board member

- Policy review
- SDAO Best Practices Checklist
- Statistics

IX. **Adjournment**

Board member

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
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Board of Directors
Regular Meeting Minutes
Tuesday, September 20, 2022, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River
Jean Sheppard President

Present: Karen Bureker, Brian Hackett, Megan Janik, Sara Marsden, Jean Sheppard, Rachael Fox (staff), Stephanie Chase and Audrey Barabakoff.

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Please use the following phone number or video link:

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<https://us02web.zoom.us/j/88987942233>

Meeting ID: 889 8794 2233

I. Additions/deletions from the agenda (ACTION)

Sheppard

President Jean Sheppard called the meeting to order at 7:02pm. Marsden made a motion to approve the agenda. Hackett seconded. The motion carried unanimously.

II. Actual or potential conflicts of interest

Sheppard

None stated.

III. Consent agenda (ACTION)

Sheppard

Marsden made a motion to approve the agenda. Hackett seconded. The motion carried unanimously.

IV. Library Strategic Planning consultants presentation draft plan

Chase and Barabakoff presented the draft plan. The Constructive Disruption consultants Stephanie Chase and Audrey Barabakoff presented the draft plan. The Strategic Planning Team consisted of four staff members, two board members, Friends of the Library President and the Library Foundation President. The consultants gathered information through a survey, one-on-one interviews, town halls (in-person and virtual), and discussions at board and staff meetings.

Library Board members commented on the process:

- Janik stated as a member of the Strategic Planning Team she enjoyed hearing all the different perspectives.
- Marsden stated she enjoyed the conversation and how everything was put together. She said it was an amazing process.
- Bureker stated she appreciated how the process engaged with different areas of the community and county.
- Sheppard stated she appreciated how it was staff driven and included them. She especially liked how the vision focused on inclusivity.

Here are the highlights:

- People Love the Library!
- Most people (90%) are satisfied with the current hours.
- People want the library to focus on making a difference where it's needed most.
- People want opportunities to come together and learn through experiences.

Here are the conclusions:

- People are highly satisfied with the library now, especially in or who use Hood River.
- Now there is an opportunity to expand those successes to underserved areas of the county.

Next steps:

- Board discussion of draft
- Final revisions, if needed.
- HRCLD staff and the Strategic Planning Team bring forward the final plan for Board approval next month.

Long term:

- As part of the annual budgeting process, HRCLD leadership proposes annual action items that align with the strategic plan. Some goals may be scaffolded over several years. Not every goal needs an action each year. The consultants proposed a sample goal to partner with CAT and steps the Library District could take each year to form this partnership.

Hackett mentioned we should be forward thinking if we need to go out for a levy or bond in the future if we needed more funds for future projects like a new facility in Odell. He stated it can take years to build support. Sheppard stated it's also important to live within our means we currently have. Sheppard stated it's important the staff have the funding and support they need to experiment with new programs and services and fulfill our strategic goals.

Marsden stated the board members should also be reaching out to look at different perspectives for what our community wants and needs.

Bureker stated the Library Staff are doing a great job. She looks forward to growing and expanding and increasing awareness in the community.

Board members brainstormed ways to reach new members of our community through the DMV, schools and realtors.

V. Open forum for the general public

Sheppard

None present.

VI. 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. June 2022 Financial Statements

Fox

Fox mentioned the county has shifted the date they release the tax information needed by our accountants to complete our financial statements. Fox recommended moving the board meeting date to the end of the month next fiscal year to ensure we have the most current statements to review. Hackett noted the Library Foundation had to shift their meeting later in the month this year for the same reason.

iv. Director's Report

Fox

There was nothing to add to the written report.

VII. Old Business

i. Discussion of Friends of the Library and Library Foundation liaisons

President

Bureker will be the liaison for the Friends and Hackett will be the liaison for the Foundation.

ii. Winter Hours at the Parkdale and Cascade Locks locations

Fox

The Library Board supported having winter hours at the Parkdale and Cascade locations.

iii. Best Practice Program discussion

Fox

Sheppard asked if we needed to make a decision this month regarding the board member education program. Fox stated we can wait until October. Fox requested board members inform her when they have completed the required video training.

VIII. New Business

i. Health Care renewal (ACTION)

Fox

Hackett made a motion to approve the Pacificsource Navigator Gold 1000 plan for medical/vision and dental with \$1,000 deductible. Marsden seconded.

ii. Discussion Public Service Clerk part-time position and permanent substitute hours

Fox

Fox stated the budget committee discussed adding a part-time Public Service Clerk position next fiscal year but we are able to add the position now due to the open Children's Librarian position and a reduction in the health care premium costs for the staff.

iii. Volunteer Policy (ACTION)

Fox

Janik made a motion to approve the updated Volunteer Policy. Marsden seconded. The motion passed unanimously.

IX. Agenda items for next meeting

Sheppard

X. Adjournment

Sheppard

The meeting adjourned at 8:35pm.

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

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Hood River County Library District

Strategic Plan 2023 — 2028

Mission Statement

We reach out, supporting everyone to learn, create, and grow.

Vision Statement

We come together to create an inclusive, dynamic, and creative community where everyone belongs and there are opportunities for all.

Core Values

Collaboration
Community
Compassion
Fun

Priorities and Goals

Make library service fully accessible to all by reducing barriers to access.

Goal 1: Support vibrant locations across the county.

Goal 2: Increase the ease of access to library services.

Goal 3: Using a universal design approach, update library spaces to be more accessible for patrons with a variety of physical abilities and needs.

Engage our communities at their point of need.

Goal 1: Launch Bookmobile service to underserved areas of the county.

Goal 2: Develop partnerships to support future service development in underserved areas of the county.

Goal 3: Ensure services connect with the whole family, developing programming and access to services that serve families together.

Hood River County Library District

Strategic Plan 2023 — 2028

Create community through the Library.

Goal 1: Prioritize opportunities for local community members to come together, including using library space and through activities and programming.

Goal 2: Prioritize co-creation and partnership when developing new programs and offerings.

Goal 3: Make a difference in community issues by being at the table with community organizations, coalitions, and government agencies.

Facilitate learning through experiences.

Goal 1: Take opportunities to share local, global, and creative culture with local residents.

Goal 2: Provide opportunities to learn more about the landscape around us. Goal 3: Continue to expand the Library of Things, including collections at each location.

Tell the story of the Library, with an emphasis on the future.

Goal 1: Develop fun and innovative ways to broadly communicate the library's value.

Goal 2: Work together to envision the future of the library in our county's communities.

Goal 3: Raise awareness of the library's impact through participation in and presentations to community coalitions and local government.

HOOD RIVER COUNTY LIBRARY DISTRICT

Compiled Financial Statements August 31, 2022

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Onstott, Broehl & Cyphers, P.C.

Certified Public Accountants

KENNETH L. ONSTOTT, c.p.a.
JAMES T. BROEHL, c.p.a.
RICK M. CYPHERS, c.p.a.

WILLIAM S. ROOPER, c.p.a. retired

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Board of Directors
Hood River County Library District
Hood River, Oregon

Management is responsible for the accompanying financial statements of Hood River County Library District, which comprise the balance sheet – cash basis as of August 31, 2022, and the related statement of revenues, expenditures and changes in fund balance – cash basis for the one month and two months then ended, and for determining that the cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures and the statement of cash flows ordinarily included in financial statements prepared in accordance with the cash basis of accounting. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the District's assets, liabilities, equity, revenues, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information contained on pages 4 through 8 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Onstott, Broehl & Cyphers, P.C.
September 20, 2022

Hood River County Library District
Balance Sheet - Cash Basis
August 31, 2022

ASSETS

	General Fund	Grants Fund	Capital Equipment Reserve Fund	Total
Current Assets:				
Cash in bank - Columbia State Bank	\$139,991			\$139,991
Cash with Hood River County	597,737	\$75,793	\$120,551	794,081
Petty cash	416			416
Total Current Assets	<u>738,144</u>	<u>75,793</u>	<u>120,551</u>	<u>934,488</u>
TOTAL ASSETS	<u><u>\$738,144</u></u>	<u><u>\$75,793</u></u>	<u><u>\$120,551</u></u>	<u><u>\$934,488</u></u>

LIABILITIES & FUND BALANCES

Liabilities				
Current Liabilities				
Payroll liabilities	\$9,370			\$9,370
Total Current Liabilities	<u>9,370</u>	<u>0</u>	<u>0</u>	<u>9,370</u>
Total Liabilities	<u>9,370</u>	<u>0</u>	<u>0</u>	<u>9,370</u>
Fund Balances:				
Unassigned	<u>728,774</u>	<u>75,793</u>	<u>120,551</u>	<u>925,118</u>
TOTAL LIABILITIES & FUND BALANCES	<u><u>\$738,144</u></u>	<u><u>\$75,793</u></u>	<u><u>\$120,551</u></u>	<u><u>\$934,488</u></u>

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
For the Two Months Ended August 31, 2022

	General Fund	Grants Fund	Capital Equipment Reserve Fund	Total
Revenues:				
Donations and grants	\$0	\$100		\$100
Property tax revenues - current year	3,489			3,489
Property tax revenues - prior year	1,702			1,702
Fines and fees	663			663
Intergovernmental revenue	0			0
Interest revenue	1,330		\$261	1,591
Miscellaneous	297			297
Total Revenues	7,481	100	261	7,842
Expenditures:				
Personal services:				
Wages and salaries	87,258	486		87,744
Employee benefits	36,774	45		36,819
Total Personal Services	124,032	531	0	124,563
Materials and services:				
Bank charges	32			32
Building rental	4,724			4,724
Building maintenance	6,568	2,770		9,338
HVAC	0			0
Elevator	564			564
Telephone	529			529
Internet	636			636
Collection development	9,818	12,086		21,904
Technology	2,233			2,233
Accounting and auditing	3,690			3,690
Courier	228			228
Custodial services	4,393			4,393
Technical services	3,479			3,479
Library consortium	0			0
Copiers	551			551
Elections expense	0			0
Furniture and equipment	2,415	9,484		11,899
Insurance	0			0
Georgiana Smith Memorial Garden	660			660
Legal services	507			507
Professional services	7,475			7,475
Dues and subscriptions	345			345
Miscellaneous	463			463
Postage and freight	427			427
Printing	264			264
Programs	4,167	10,193		14,360
Advertising	903			903
Supplies - office	2,579			2,579
Travel	261			261
Training	0			0
Board development	0			0
Parking reimbursement	0			0
Electricity	2,859			2,859
Garbage	270			270
Natural gas	420			420
Water & sewer - building	817			817
Total Materials and Services	62,277	34,533	0	96,810
Capital outlay	0	0	11,895	11,895
Total Expenditures	186,309	35,064	11,895	233,268
Revenues Over Expenditures	(178,828)	(34,964)	(11,634)	(225,426)
Other Financing Sources (Uses)				
Operating transfers in	0		0	0
Operating transfers out	0			0
Total Other Financing Sources (Uses)	0	0	0	0
Revenues and Other Financing Sources (Uses) Over Expenditures	(178,828)	(34,964)	(11,634)	(225,426)
Fund Balance - July 1, 2022	907,602	110,757	132,185	1,150,544
Fund Balance - August 31, 2022	\$728,774	\$75,793	\$120,551	\$925,118

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HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Two Months Ended
August 31, 2022

	<u>Current Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Annual</u> <u>Budget</u>
Revenues:			
Tax revenues - current	\$1,913	\$3,489	\$1,103,210
Tax revenues - prior year	1,305	1,702	20,000
Interest revenue	785	1,330	7,000
Fines and fees	327	663	3,000
Intergovernmental revenue	0	0	0
Miscellaneous	297	297	0
Total Revenues	<u>4,627</u>	<u>7,481</u>	<u>1,133,210</u>
Expenditures:			
Personal services:			
Wages and salaries:			
Library clerk I	606	1,256	8,767
Library clerk II	10,820	21,138	121,026
Library assistant I	5,872	11,476	69,862
Library assistant II	5,439	10,930	67,725
Librarian I	8,932	16,965	143,676
Librarian II	5,430	10,557	66,477
Library director	7,682	14,936	92,186
Payroll taxes and benefits:			
Retirement	6,872	13,535	45,765
Social security	3,402	6,627	43,583
Workers' compensation	20	1,010	1,300
Health insurance	7,432	14,904	153,660
Unemployment insurance	332	698	5,128
Paid family and medical leave	0	0	2,848
Total Personal Services	<u>62,839</u>	<u>124,032</u>	<u>822,003</u>
Materials and services:			
Bank charges	16	32	300
Bookmobile	0	0	5,000
Building rental	1,115	4,724	15,200
Building maintenance	2,001	6,568	20,000
HVAC	0	0	15,000
Elevator	188	564	2,315
Telephone	75	529	5,200
Internet	344	636	5,840
Collection development	5,616	9,818	90,000
Technology	1,730	2,233	13,000
Accounting and auditing	0	3,690	29,000
Courier	0	228	2,300

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HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Two Months Ended
August 31, 2022

	Current Period Actual	Year to Date Actual	Annual Budget
Custodial services	2,123	4,393	30,000
Technical services	0	3,479	4,000
Library consortium	0	0	15,400
Copiers	285	551	3,500
Elections expense	0	0	3,000
Furniture and equipment	844	2,415	4,000
Insurance	0	0	21,000
Georgiana Smith Memorial Garden	42	660	20,000
Legal services	140	507	4,000
Professional services	6,151	7,475	25,000
Membership dues	100	345	4,000
Miscellaneous	50	463	1,500
Postage and freight	306	427	1,000
Printing	264	264	500
Programs	2,171	4,167	20,000
Advertising	486	903	2,000
Office supplies	1,060	2,579	14,000
Travel	261	261	4,000
Training	0	0	3,000
Board development	0	0	1,500
Parking reimbursement	0	0	500
Electricity	1,617	2,859	20,000
Garbage	135	270	2,000
Natural gas	151	420	10,000
Water & sewer - building	445	817	5,600
 Total Materials and Services	 27,716	 62,277	 422,655
 Capital Outlay	 0	 0	 0
 Contingency	 0	 0	 100,000
 Total Expenditures	 90,555	 186,309	 1,344,658
 Other Financing Sources (Uses)			
Operating transfers In	0	0	0
Operating transfers out	0	0	(20,000)
 Total Other Financing Sources (Uses)	 0	 0	 (20,000)
 Change in Fund Balance	 (\$85,928)	 (\$178,828)	 (\$231,448)

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HOOD RIVER COUNTY LIBRARY DISTRICT
Grants Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Two Months Ended
August 31, 2022

	Current Period Actual	Year to Date Actual	Annual Budget
Revenues:			
Donations and grants	\$0	\$100	\$320,000
Intergovernmental revenue	0	0	0
Total Revenues	<u>0</u>	<u>100</u>	<u>320,000</u>
Expenditures:			
Personal services	531	531	11,600
Materials and services:	12,680	34,533	278,400
Capital outlay	0	0	100,000
Total Expenditures	<u>13,211</u>	<u>35,064</u>	<u>390,000</u>
Change in Fund Balance	<u><u>(\$13,211)</u></u>	<u><u>(\$34,964)</u></u>	<u><u>(\$70,000)</u></u>

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HOOD RIVER COUNTY LIBRARY DISTRICT
Capital Equipment Reserve Fund
Statement of Revenues and Expenditures - Cash Basis
For the One Month and Two Months Ended
August 31, 2022

	Current Period Actual	Year to Date Actual	Annual Budget
Revenues:			
Interest revenue	\$166	\$261	\$1,000
Other Financing Sources			
Transfer from General Fund	0	0	20,000
Total Revenues and Other Sources	<u>166</u>	<u>261</u>	<u>21,000</u>
Expenditures:			
Materials and services	0	0	0
Capital outlay	11,895	11,895	125,000
Total Expenditures	<u>11,895</u>	<u>11,895</u>	<u>125,000</u>
Change in Fund Balance	<u><u>(\$11,729)</u></u>	<u><u>(\$11,634)</u></u>	<u><u>(\$104,000)</u></u>

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HOOD RIVER COUNTY LIBRARY
Schedule of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
Grants Funds
For the Two Months Ended August 31, 2022

	Newspaper Digitization	Foundation Grants	Other Grants	Friends of the Library	Pat Hazelhurst	CARES Act	R2R 2022	Teen Intern	Slate Library	Slate Library Newspaper	HR Cultural Trust	Total
Revenues:												
Donations and grants	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100
Intergovernmental revenue												0
Total Revenues	<u>0</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100</u>
Expenditures:												
Personal services:												
Wages and salaries								486				486
Employee benefits								45				45
Total Personal Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>531</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>531</u>
Materials and services:												
Building maintenance		2,770										2,770
Collection development		4,986		510	272				4,844	1,474		12,086
Programs		3,297		4,459	298		2,139					10,193
Furniture & equipment		8,858		626								9,484
Georgia Smith Memorial Garden												0
Total Materials and Services	<u>0</u>	<u>19,911</u>	<u>0</u>	<u>5,595</u>	<u>570</u>	<u>0</u>	<u>2,139</u>	<u>0</u>	<u>4,844</u>	<u>1,474</u>	<u>0</u>	<u>34,533</u>
Capital outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>0</u>	<u>19,911</u>	<u>0</u>	<u>5,595</u>	<u>570</u>	<u>0</u>	<u>2,139</u>	<u>531</u>	<u>4,844</u>	<u>1,474</u>	<u>0</u>	<u>35,064</u>
Net Change in Fund Balance	0	(19,911)	100	(5,595)	(570)	0	(2,139)	(531)	(4,844)	(1,474)	0	(34,964)
Fund Balance - July 1, 2022	338	71,752	2,041	16,208	10,150	1,781	2,737	3,250	0	0	2,500	110,757
Fund Balance - August 31, 2022	<u>\$338</u>	<u>\$51,841</u>	<u>\$2,141</u>	<u>\$10,613</u>	<u>\$9,580</u>	<u>\$1,781</u>	<u>\$598</u>	<u>\$2,719</u>	<u>(\$4,844)</u>	<u>(\$1,474)</u>	<u>\$2,500</u>	<u>\$75,793</u>

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