

Library Board of Directors
Regular Meeting Agenda
Tuesday, July 15, 2025, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River

Library Board:

Board President: Brian Hackett, *Board Vice-President:* Karen Bureker, *Board members:* Megan Janik, Sara Marsden, and Jean Sheppard.

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/89745812618?](https://us02web.zoom.us/j/89745812618?wd=NFBFT0xUVjFSN0dDVGNiZTVsNDQ2dz09)

[wd=NFBFT0xUVjFSN0dDVGNiZTVsNDQ2dz09](https://us02web.zoom.us/j/89745812618?wd=NFBFT0xUVjFSN0dDVGNiZTVsNDQ2dz09), Meeting ID: 897 4581 2618

Agenda Items		Action	Responsible
I.	Call to Order		Brian Hackett
II.	Roll call		Rachael Fox
III.	Approval of the agenda (additions/corrections/deletions)	Motion	Brian Hackett
IV.	Board Officer Elections	Motion	Brian Hackett
V.	Approval of the consent agenda i. Minutes from the June 17, 2025 Budget Committee Meeting ii. Libraries of Eastern Oregon invoice	Motion	President
VI.	Actual or potential conflicts of interest		President
VII.	Citizen comment (3 minutes each)		President
VIII.	Reports		
	i. June 2025 Financial Statements		Rachael Fox
	ii. Friends update		Rachael Fox
	iii. Foundation update		Rachael Fox
	iv. Director's report		Rachael Fox
IX.	Old Business		
X.	New Business		
	i. Resolution establishing a regular meeting day,	Motion	President

	time, and location for 2025-26		
	ii. Appointing agents of record	Motion	President
	iii. Hood River County Library District Code of Ethics		Brian Hackett
	iv. Health Insurance Renewal		Rachael Fox
	v. Discussion of Friends of the Library and Library Foundation liaisons		President
XI.	Announcements		
	i. Comments from board members		All
	ii. Requests/Comments from Library Director		Rachael Fox
XII.	Agenda items for next meeting		Brian Hackett
XIII.	Adjournment regular meeting		Brian Hackett

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 7:00pm 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.

Library Board of Directors
Regular Meeting Agenda
Supplementary Information

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I.	Call to Order		Brian Hackett
II.	Roll call		Rachael Fox
III.	Approval of the agenda (additions/corrections/deletions)	Motion	Brian Hackett
IV.	Board Officer Elections	Motion	Brian Hackett
V.	<p>Approval of the consent agenda</p> <p>i. Minutes from the June 17, 2025 Budget Committee Meeting</p> <p>Attachment:</p> <ul style="list-style-type: none">V.i.a. Minutes from the June 17, 2025 Budget Committee Meeting <p>ii. Libraries of Eastern Oregon</p> <p>Attachment:</p> <ul style="list-style-type: none">V.i.b. Libraries of Eastern Oregon annual invoice <p>The Hood River County Library District became a member of LEO in 2011. The membership allows us to negotiate group contracts with the goal of mitigating the costs of providing library programs, services, and content.</p> <p>This agreement is made by and between the Hood River County Library District and the Libraries of Eastern Oregon (LEO) [Consortium], a consortium of public and tribal libraries in the fifteen Central and Eastern Oregon counties of Baker, Crook, Gilliam, Grant, Harney, Hood River, Lake, Malheur, Morrow, Sherman, Umatilla, Union, Wallowa, Wasco, and</p>	Motion	President

	<p>Wheeler.</p> <p>The invoice covers membership dues, Library2Go (Digital books, audiobooks and magazines) and admin fees.</p> <p>I ask the Library Board to approve the invoice in the amount of \$6,757.</p>		
VI.	Actual or potential conflicts of interest		President
VII.	Citizen comment (3 minutes each)		President
VIII.	Reports		
	<p>i. June 2025 Financial Statements</p> <p>The financial statements for June 2025 had not been released yet when the board packet was distributed.</p>		Rachael Fox
	<p>ii. Friends update</p> <ul style="list-style-type: none"> The Friends of the Library does not meet in July. 		Rachael Fox
	<p>iii. Foundation update</p> <ul style="list-style-type: none"> The Library Foundation does not meet in July. The Library Foundation is having their annual brick campaign. The Library Foundation sells bricks to be laid along the path of the Georgiana Smith Memorial Gardens, the lovely green space adjacent to the Hood River Library. Bricks are sold once a year at the cost of \$75 each and inscribed with the wording of patron's choice. Patrons can visit the Library Foundation website for more information, or pick up a brick order form at the Hood River Library. 		Rachael Fox
	<p>iv. Director's report</p> <p><u>Administration</u></p> <ul style="list-style-type: none"> We're excited to welcome Carolina Lopez to our team as the new Public Service Clerk Substitute. Carolina is a local graduate and college student. We're looking for an Adult Services Librarian to join our collaborative team to create engaging adult programs and services across all library branches alongside dedicated staff. <p>They will do the following:</p> <ul style="list-style-type: none"> Build meaningful programs for diverse adult learners 		Rachael Fox

	<ul style="list-style-type: none"> ○ Partner with local organizations to expand community impact ○ Maintain collections that reflect community needs ○ Foster welcoming spaces where everyone feels valued <p>They'll champion literacy and learning while creating bridges between the library and the community we proudly serve.</p> <p><u>Programs and services</u></p> <p>Every month, we will highlight nationally recognized heritage months and holidays at our library, providing a platform for celebration and exploration. Many libraries across the nation also participate in honoring these same occasions.</p> <p>The Hood River County Library District provides free and equitable access to cultural and educational experiences. The library celebrates ideas, promotes creativity, connects people, and enriches lives, with an emphasis on promoting literacy and equity in library collections, services, and programs.</p> <p>Discover the diverse range of materials available in our collection. Visit the library, search our online catalog, download ebooks and audiobooks or stream movies.</p> <p>Pride Disability Month</p> <p>Pride Disability Month is celebrated in July to commemorate the passage of the Americans with Disabilities Act (ADA) in 1990 and to celebrate the history, achievements, and struggles of the disability community.</p> <p>American Artists Month</p> <p>American Artist Appreciation Month is celebrated throughout the month of August. It's a time to recognize and celebrate the contributions of American artists across various disciplines. This includes painters, sculptors, photographers, musicians, writers, poets, and performers.</p> <p>Programs and Events</p> <ul style="list-style-type: none"> • Summer Reading Program <p>Step into a summer of exciting programs, art adventures, fantastic performers, and retro movie magic at Hood River Library's All Ages Summer Reading Program! From classic film favorites to epic fantasy quests, readers of all ages can dive into stories that</p>		
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	<p>transport you to other worlds.</p> <p>Read books, earn awesome prizes, and celebrate the magic of storytelling. Whether you're into sci-fi classics, fantasy epics, or adventure tales that feel like blockbuster movies, we've got something for every reader! Prizes await all our reading stars.</p> <p>The Summer Reading Program runs June 10- August 16.</p> <p>For a complete list of programs - pick up a brochure at any location or visit our website.</p> <p>Patrons can participate at the following locations:</p> <p>Hood River Library, Cascade Locks Library, Parkdale Library, Bookmobile Route, Mercado Del Valle (Odell)</p> <p>Thank you to our sponsors and community partners: Friends of the Library, Library Foundation, Dollar General, Columbia Area Transit, Bistro Flix, Gorge Grown, Hood River County Schools Walk and Roll, Hood River Valley Parks and Recreation, Mike's Ice Cream, Portland Trailblazers, Lake Taco</p> <ul style="list-style-type: none"> • Family programs <ul style="list-style-type: none"> • Mid-Summer Foam Party, Wednesday, July 16th <ul style="list-style-type: none"> • 12:00-1:00pm – Cascade Locks Library • 3:00-4:00pm – Parkdale Library • 5:30pm-6:30pm – Hood River Library <p>Music, otter pops, water squirters, and mountains of bubbly foam fun!</p> • Adult programs <ul style="list-style-type: none"> • Paint the Gorge: Summer Art Workshop with Joy Kloman. Friday, July 11th at 4:00-6:00pm, Hood River Library Meeting Room. Join local artist Joy Kloman for an inspiring step-by-step painting class featuring one of her most popular Columbia Gorge scenes. Whether you're new to painting or have experience, you'll create your own version of a stunning Gorge sunset in a fun and supportive setting. All materials are provided. • Storytelling through Scent: Candle 		
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Making with Adventerous Aromas,

Saturday, August 9th Two Session: 2:00-4:00pm & 4:00-6:00pm Hood River Library Meeting Room. Join local artisan company Adventurous Aromas for a unique candle making experience that blends immersive storytelling with healthy, handcrafted candles. In this hands-on workshop, you'll explore scent as a storytelling tool—come with a story in mind and find the perfect fragrance to match, or let the scent inspire a tale of its own. You'll sample fragrances and go home with a candle that's uniquely yours.

Registration is required.

- **Hood River Book Club** meets the second Wednesday of the month at 12:30 p.m. Hood River Library Meeting Room & [Zoom](#).
- **Cascade Locks Book Club** meets the Fourth Thursday of the month from 5:15 to 7:00 p.m. at the Cascade Locks Library.
- **Writing Group:** Every Wednesday at 3 pm in the Hood River Library Columbia Room. 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).

- **Tween and Teen programs**

- **80s Retro Fantasy Movie Nights at Bistro Flix,** For Tween, Teens and Adults

7/5 Fried Green Tomatoes

7/11 The Last Unicorn

7/18 Stand By Me

7/25 Labyrinth

8/1 E.T.

All movies on Fridays at 6pm.

Free Tickets available to Summer Reading participants at the Hood River Library one week before screening. Tickets are

limited and must be picked up in person. Limited to 2 tickets per patron.

Thank you to [Bistro Flix](#) for partnering with the Hood River Library for these events!

- **Comic Art Class with Tokki Art**

Part 1-Friday, July 11th, 11:00am - 1:00pm

Part 2-Friday, July 18th, 11:00am - 1:00pm

Hood River Library Meeting Room

Part 1 - July 11th- Character Design

In this fun, hands-on class for tweens and teens, you'll design original comic characters from personality to style. Brainstorm your character's backstory, strengths, and quirks — then bring them to life with sketches, ink, and color! You'll build expression studies, full-body turnarounds, and costume designs to create a mini portfolio of your unique hero or villain. Perfect for inspiring your future comics!

Part 2 - July 18th- World Building

Build the world your comic lives in! From enchanted forests to futuristic cities, students will use prompts, sketches, and storytelling exercises to design the setting of their comic stories. We'll cover basic perspective and layout techniques while exploring how environment shapes character and plot. All levels welcome—just bring your imagination!

[Registration Required.](#)

- **Dungeons and Dragons, Wednesday, July 2nd, 16th & 30th**, 4:00pm, Hood River Library Theater. Ready to learn D&D but don't know where to start? Come to this beginner-friendly group for teens, led by experienced Dungeon Masters. Bring your friends!
- **Fantasy World Building**, Wednesdays, July 123, 4-6pm, Hood River Library Theater. This week we'll focus on creating maps for your story and using World Anvil's novel writing software. Bring your own ipad or laptop, or use one of ours. Snacks provided.

	<ul style="list-style-type: none"> • Harry Potter Movie Night: Harry Potter and the Half Blood Prince, Saturday, July 26th, 3-6 pm, Hood River Library Theater. Answer trivia questions from the 6th Harry Potter book and win prizes! Movie and snacks to follow. Saturday, July 26th 3-6 pm ▪ Teen Council, Saturday, July 26, 10am-11am, Hood River Library Teen Area. Meet-up with other teen readers and our Teen Services Librarian on the last Saturday of every month to help plan library events and give input on books and materials you would like to see at the library! • Magic: the Gathering, Every Friday at 4pm in the Library Theater • Columbia Area Transit (CAT) Did you know Teens in Hood River County can ride the Columbia Area Transit (CAT) bus for free? Students can receive a free pass at their local school or at CAT offices. Teens who take the CAT bus to Hood River Library can receive a free Rosauer's donut coupon when they arrive. The CAT bus stop is conveniently located next to Hood River Library at 4th and State Street. • Children's programs <ul style="list-style-type: none"> • Bubble Man, Wednesday, July 2, 2025, 5:30pm, HRMS Auditorium • Magic Performance, Wednesday, July 9 - Louis Foxx • Mid-Summer Foam Party, Wed, July 16th <ul style="list-style-type: none"> • 12:00-1:00pm - Cascade Locks Library • 3:00-4:00pm - Parkdale Library • 5:30pm-6:30pm - Hood River Library <p>Music, Otter Pops, Water Squirters, and Mountains of Bubbly Foam Fun!</p> ▪ Messy Field Day, Wednesday, July 23, 5:30pm, Hood River Library Lawn. Crafts and Outdoor Fun 		
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	<ul style="list-style-type: none"> ▪ Fruit Loops Crafting Event, Wednesday, July 30, 5:30pm, Hood River Library Upstairs Reading Room • Storytimes <ul style="list-style-type: none"> • Family Storytime – Hood River Library Thursdays at 10:30 a.m. <ul style="list-style-type: none"> ○ 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! ○ Bookmobile Summer Reading <ul style="list-style-type: none"> • Mercado Del Valle – Odell with Gorge Grown. Summer Reading Program, Prizes, Booths, Food, and Entertainment. • Thursdays, 5-7PM, Atkinson Rd. Downtown Odell <ul style="list-style-type: none"> • July 3rd & 17th • August 7th & 21st • September 4th ○ Bookmobile Route <ul style="list-style-type: none"> • 1st Thursday, 5:00p-6:30pm, Pine Grove, Early Intervention 2405 Eastside Rd • 2nd Thursday, HOOD RIVER <ul style="list-style-type: none"> • 2:30-3:30p Pacific Ave (street parking) • 3:30-4:30 Mercado Guadalajara • 5:00-6:00p Wyeast Vista Apartments 1800 8th st. • 3rd Thursday, HOOD RIVER <ul style="list-style-type: none"> • 2:30p-3:30p Walmart Parking Lot • 3:30-4:30p Hood River Crossings Apartments 3145 Cascade Ave. • 5:00p-6:00p Columbia View Apartments 1695 Oak St. 		
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	<ul style="list-style-type: none"> • 4th Thursday, HOOD RIVER/ODELL <ul style="list-style-type: none"> • 3p-4p Rockford Grange • 2nd & 4th Saturday, ODELL <ul style="list-style-type: none"> • 10:30a-12:00p Mobile Home Park/AGA RD • 12:30p-1:30p Community Park 3163 Tamarack Rd. • 2:30p-3:30p Mid Valley Market ○ Community Outreach <ul style="list-style-type: none"> • Visit us at these great community events we will be attending this month. <ul style="list-style-type: none"> • Fourth of July Parades - Cheer on the bookmobile at the Hood River 4th of July parade at 10am in downtown Hood River and the Odell parade at 4pm in downtown Odell. • We also provide monthly visits for seniors at Providence Dethman Manor, Providence Down Manor, and Hawk's Ridge, as well as for children and families at OCDC Oregon Child Development Coalition in Odell. We regularly partner with Hood River County School District for classroom visits, school visits to the library, and library card registration drives. • This summer will be providing a special summer reading program at the Hood River County School District Summer School in Odell to 17 classes. This program is made possible by the State Library of Oregon Ready to Read grant. 		
IX.	Old Business		
X.	New Business		
	<p>i. Resolution establishing a regular meeting day, time, and location for 2025-26</p> <ul style="list-style-type: none"> • Attachments: X.i. Resolution 2025-26.01, establishing a regular meeting day, time, and location for 2025-26 <p>The Board's regular meeting time, date, and location needs to be established annually. At the June regular meeting, Board members agreed that the third Tuesday from 7:00-9:00pm was a good time for regular monthly meetings.</p>	Motion	President

<p>ii. Appointing agents of record</p> <ul style="list-style-type: none"> • Attachments: X.ii. Resolution 2025-26.02, appointing agents of record <p>The District must appoint its insurance agents of record. We have two agents. Columbia River Insurance assists the district with general liability and property insurance, which we currently get through Special Districts Insurance Services. Epic Insurance Brokers and Consultants formally known as Century Insurance Group, LLC of Bend, Oregon assists us with employee benefits such as health insurance, which we currently get through Providence (medical and vision) and Delta Insurance for dental insurance). Both agents have been helpful. The attached resolution affirms these companies as our agents of record for the coming year.</p>	Motion	President
<p>iii. Hood River County Library District Code of Ethics</p> <p>Attachment:</p> <ul style="list-style-type: none"> • X.iii. Hood River County Library District Code of Ethics for Members of the Board of Directors <p>In June 2023 the Library Board approved a Code of Ethics for Members of the Library Board of Directors.</p> <p>This Code of Ethics was adopted by the Board of Directors to affirm the Board's commitment to advocate for library services while maintaining the highest standards of truth, honor, and integrity which applies to all members of the Board. Board members must affirm their commitment by signing this form within 30 days of being sworn into office and reaffirm at the first board meeting of each fiscal year.</p> <p>As this is the first Library Board meeting of the year, I request that each member reaffirm their commitment to the Board's Code of Ethics. I will provide each member with a copy of the Code to sign.</p>		President
<p>iv. Health Insurance Renewal</p> <p>Our health insurance is up for renewal on September 1, 2025. Our insurance broker, Epic Insurance Brokers and Consultants, has obtained new price quotes for our upcoming renewal. I had been anticipating a 20% increase this year but discovered our current plan had a 43% increase due to several different factors. Our broker stated that likely 20-30% of that increase is census-based, though claims can also be taken into account. Overall, this year's rate increases for their clients</p>		President

	<p>have been significant across the board, with small groups consistently seeing 30% increases. Each carrier files their own rate increases with the state, with trends typically ranging from 7-10% to account for losses, plus other driving factors that vary from carrier to carrier. Prescription drug costs are another strong driving factor in these increases. If we stayed with Providence, we would need to raise our deductible to manage costs.</p> <p>I also researched the Oregon Educators Benefits Board (OEBB) as mentioned in a past Library Board meeting. OEBB provides a comprehensive selection of benefit plan options Oregon's education-based entities school districts and charter schools and community colleges as well as seven of the state's local governments. We do not qualify for the plan.</p> <p>The only comparable plan to our current plan is Special District Insurance Services (SDIS) provided by SDAO. This plan represents only a 2% increase from our current plan and offers better benefits in several areas, including a lower out-of-pocket individual annual maximum, lower copays, deductible waived on several different types of services, and more annual visits allowed for alternative healthcare. No other carriers offered comparable plans with similar deductibles and out-of-pocket maximums.</p> <p>Based on these factors, I recommend we select the SDIS Regence plan for our renewal and ask for board approval.</p>		
	<p>v. Discussion of Friends of the Library and Library Foundation liaisons</p> <p>Each year, the District Board designates liaisons to attend the monthly meetings for the Friends of the Library and the Library Foundation. Past Board members have found attending the meetings is appreciated by our support groups, which are a valuable asset to the library through their financial and volunteer support. I also attend all the meetings and report to the Board.</p> <ul style="list-style-type: none"> • Friends of the Library – meet second Monday of each month from 11:00-12:00pm. They do not meet in July, August, or December. • Library Foundation – meet third Tuesday of each month from 4:00-5:30pm. They do not meet in July, August, or December. 		President
XI.	Announcements		
	i. Comments from board members		All
	ii. Requests/Comments from Library Director		Rachael Fox

XII.	Agenda items for next meeting <ul style="list-style-type: none"> • Bilingual Pay Differential Policy • Meeting Room Policy 		President
XIII.	Adjournment regular meeting		President

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

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Agenda Items		Action	Responsible
I.	Call to Order Library Board President Brian Hackett called the meeting to order at 7:01pm.		Brian Hackett
II.	Roll call Fox conducted a roll call. Karen Bureker, Brian Hackett, Sara Marsden, Megan Janik, and Jean Sheppard were present. Library Director Rachael Fox, Assistant Director Mo Burford was present.		Rachael Fox
III.	Approval of the agenda (additions/corrections/deletions) A motion to approve the agenda was made by Sheppard and seconded by Marsden. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
IV.	Approval of the consent agenda A motion to approve the consent agenda was made by Janik and seconded by Sheppard. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
V.	Actual or potential conflicts of interest None stated		Brian Hackett
VI.	Citizen comment (3 minutes each) None present		Brian Hackett
VII.	Reports		

	i. April and May 2025 Financial Statements There was nothing to add to the written report.		Rachael Fox
	ii. Friends update There was nothing to add to the written report.		Rachael Fox
	iii. Foundation update There was nothing to add to the written report.		Rachael Fox
	iv. Director's report Hackett asked if there was a plan for the courier's future sustainability. Fox stated that the Sage Consortium was working to develop a plan to cover future expenses.		Rachael Fox
VIII.	Old Business		
IX.	New Business		
	i. 2025-26 Budget approval The budget hearing was opened at 7:15pm. There were no members of the public present. The hearing closed at 7:16pm. Bureker made a motion to approve the proposed 2025-26 budget and Resolution 2024-25.05, adopting the budget and imposing taxes. Bureker seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	ii. Resolution authorizing a transfer of appropriations from Personal Services to Materials and Services Sheppard made a motion to approve Resolution 2024-25.06, Janik seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	iii. Approval of recurring payments for 2024-25 Marsden made a motion to approve Resolution 2024-25.07, Janik seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.		Brian Hackett
	iv. Bilingual Pay Differential Policy discussion Sheppard asked how the bilingual pay differential would affect the budget. Fox replied that the organization currently has open positions and this would allow funds to be available for the pay increase. Bureker asked how many people would qualify for the differential, what languages would be covered, and how qualification would be determined. Fox stated she saw		Rachael Fox

	<p>examples of only those whose job descriptions require bilingual skills would be eligible and they would need to take a proficiency test to qualify.</p> <p>Marsden asked if there were jobs that currently require bilingual skills. Fox confirmed that two positions have this requirement.</p> <p>Marsden asked about past testing methods. Fox stated we had a both written and verbal. We plan to use a company to administer tests moving forward.</p> <p>Bureker mentioned she would send an example policy from the Fire District for reference.</p> <p>Hackett inquired whether a staff member who was hired as bilingual but whose position does not require bilingual skills would qualify for the differential pay. Sheppard stated that the organization should not ask anyone to translate or provide language assistance if they do not offer differential pay for those services.</p> <p>Fox stated she would research this matter further and bring a formal policy to the board for review. The board concluded that they feel every staff member who is bilingual and asked to translate should receive differential pay, as long as they pass the required test. At least three staff members would be affected by this policy.</p>		
	<p>v. Salary Schedule 2025-26</p> <p>Janik made a motion to approve the salary schedule 2025-26, Bureker seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.</p>	Motion	Brian Hackett
	<p>vi. Information Technology Contract</p> <p>Fox stated she looked into other providers and was quoted by a provider over \$5,000 per month. Sheppard asked about the price listed at the back of the contract. Fox stated this was the price if the organization did not receive the discount. Sheppard made a motion to approve the IT contract with Radcom, Bureker seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.</p>	Motion	Brian Hackett
	<p>vii. Library Director Contract</p> <p>Bureker made a motion to approve the Library Director contract, Marsden seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.</p>	Motion	Brian Hackett

	viii. Cascade Locks Library Lease Bureker asked if there was any further discussion about the multi-use building. Fox said she believed a consultant had been hired for the assessment. Janik made a motion to approve the Library Director contract, Bureker seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Brian Hackett
	ix. Discussion of 2024-25 President and Vice-President positions Bureker asked if Hackett wanted to continue as President, given his recent appointment to the Hood River Valley Parks and Recreation District board. Hackett said he had been thinking about board renewal and didn't want to leave the board in a difficult position, but thought it might be useful to have new faces on the board. Marsden said she would be happy to serve as President but also thinks Hackett is doing a great job. Bureker said she would also be willing to do it, though her work schedule might make it hard to lead meetings. Hackett said he would think about the President position.		Brian Hackett
	x. Discussion of regular meeting time The Board decided to continue meeting the third Tuesday at 7pm.		Brian Hackett
	xi. Adult Services Librarian and Children's Services position discussion Marsden asked if the position could be completed in 32 hours per week, compared to the current 25 hours per week. Burford said he believed it would be doable since he already handles these tasks in his current position as Assistant Director. Fox stated they have also been shifting and changing tasks to make the workload manageable. Marsden made a motion to approve the Library Director contract, Bureker seconded. The motion carried unanimously with affirmative votes from Bureker, Hackett, Janik, Marsden and Sheppard.	Motion	Rachael Fox
X.	Announcements		
	i. Comments from board members None stated		All
	ii. Requests/Comments from Library Director Fox stated she would be on vacation for the rest of the week and Burford would be in charge of the District.		Rachael Fox
XI.	Agenda items for next meeting <ul style="list-style-type: none"> • Board officer elections • Appointing agents of record 		Brian Hackett

	<ul style="list-style-type: none"> • Resolution establishing regular meeting time • Discussion Board Library Friends and Foundation liaisons • Meeting Room Policy • Bilingual Differential Pay policy 		
XII.	Adjournment regular meeting The meeting was adjourned at 8pm.		Brian Hackett

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 7:00pm 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.

Libraries of Eastern Oregon
1614 5th St
La Grande, OR 97850 US
leolibraries@gmail.com

Invoice



BILL TO
Rachael Fox 502 State St. Hood River, OR 97031

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
Advantage 2078	06/01/2025	\$6,757.00	07/01/2025	Net 30	

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Membership Dues	2025-26	1	1,029.00	1,029.00
	Lib2Go	2025-26 Database Programming	1	3,950.00	3,950.00
	Admin Fee	2025-26	1	395.00	395.00
	Magazines	2025-26	1	1,383.00	1,383.00

BALANCE DUE

\$6,757.00

Resolution No. 2025-26.01

Resolution establishing a regular meeting day, time, and location for 2025-26

RESOLVED, that the Board of Directors of the Hood River County Library District shall meet monthly on the third Tuesday of the month from 7:00 to 9:00p in the Jeanne Marie Gaulke Community Meeting Room of the Hood River Library during the 2025-26 fiscal year.

Adopted by the Board of Directors of Hood River County Library District this 15th day of July, 2025.

ATTEST:

President

Rachael Fox, Secretary

Resolution No. 2025-26.02

Resolution adopting Insurance and Employee Benefits Agents of Record

WHEREAS, special districts need to annually affirm their agents of record;

Now, therefore be it RESOLVED, that the Hood River County Library District Board of Directors appoints Columbia River Insurance of Hood River, Oregon, as the District's Insurance Agent of Record; and

RESOLVED, that the Board appoints Epic Insurance Brokers of Bend, Oregon, as the District's Employee Benefits Agent of Record.

Adopted by the Board of Directors of Hood River County Library District this 15th day of July, 2025.

ATTEST:

President

Rachael Fox, Secretary

Addendum A

Hood River County Library District Code of Ethics for Members of the Board of Directors

Members of the Board of Directors of the Hood River County Library District (HRCLD) are accountable for HRCLD resources and ensure the provision of quality library services. This Code of Ethics was adopted by the Board of Directors to affirm the Board's commitment to advocate for library services while maintaining the highest standards of truth, honor, and integrity which applies to all members of the Board. Board members must affirm their commitment by signing this form within 30 days of being sworn into office and reaffirm at the first board meeting of each fiscal year.

Members of the Board of Directors of HRCLD commit to:

- adhere to American Library Association (ALA) professional ethical codes, rules and guidelines, as required by Oregon law;
- adhere to ALA Library Bill of Rights as required by Oregon law and public library standards;
- be familiar with the history and formation of HRCLD and in compliance with HRCLD policies;
- respect the opinions of other Board members, even in cases of disagreement or opposing views;
- acknowledge and support the formal position of the Board in public forums;
- support the efforts of librarians in resisting censorship of library materials by groups or individuals;
- represent all patrons and potential patrons of HRCLD fairly and equally;
- protect library users' rights to privacy and confidentiality; and
- immediately disqualify themselves whenever the appearance of or a conflict of interest exists.

Members of the Board of Directors of HRCLD pledge not to:

- present personal philosophies or interests as those of HRCLD, including on social media;
- interfere with the Library Director's management duties or supervision of staff and volunteers;
- be swayed by partisan interests, public pressure, or fear of criticism in fulfilling Board duties;
- engage in discrimination of any kind; or
- use Board member status to gain unwarranted privileges or advantages for themselves or others.

Members of the Board of Directors graciously commit the time and energy to ensure HRCLD provides the best library services possible. If a Board member believes another Board member acted unethically, they may call it to vote. If a majority of the Board determines a breach of ethics occurred,

the Board may select a Board member to craft a resolution of censure. A resolution of censure is an official statement of disapproval from the Board of Directors.

Board Member:

Print Name: _____ Signature: _____ Date: _____

Witness:

Print Name: _____ Signature: _____ Date: _____

ALA Library Bill of Rights: <https://www.ala.org/advocacy/intfreedom/librarybill>

ALA Professional Ethics: <https://www.ala.org/tools/ethics>

Oregon Public Library Standards: <https://www.olaweb.org/pld-standards>

Minimum Conditions for Public Libraries (ORS 357.405)

Official Recognition of Public Libraries (Oregon State Library Administrative Rule 543-010-0036)

Adopted by the Board of Directors: June 20, 2023

Last amended: June 20, 2023

Last reviewed: June 20, 2023