

**Board of Directors
Regular Meeting Minutes**

Tuesday, June 21, 2016, 7.00p

Jeanne Marie Gaulke Community Meeting Room

502 State St, Hood River

Suzanne VanOrman, President

Minutes prepared by Library Director Buzzy Nielsen



Present: Buzzy Nielsen (staff), John Schoppert, Sara Snyder, Alexis Vaivoda, Suzanne VanOrman

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

President VanOrman called the meeting to order at 7.00p. Sheppard was on vacation. Schoppert moved to approve the agenda as presented. Vaivoda seconded. The motion carried unanimously.

II. Actual or potential conflicts of interest VanOrman

None stated.

III. Consent agenda (ACTION) VanOrman

i. Minutes from May 17 meeting

ii. Cascade Locks Library lease agreement with City

Snyder moved to approve the consent agenda as presented. Schoppert seconded. The motion carried unanimously.

IV. Open forum for the general public VanOrman

No public present.

V. Reports

i. Friends update VanOrman

There was nothing additional to report aside from the written notes.

ii. Foundation update Snyder

There was nothing additional to report aside from the written notes.

iii. April and May financial statements Nielsen

The May financial statements were unavailable at the time of the meeting. The Board reviewed the April 2016 financial statements and had no questions.

iv. Director's report Nielsen

There was nothing additional to report aside from the written notes.

VI. Previous business

i. Director search update Nielsen

On June 21, the hiring committee interviewed five candidates for the Library Director position and narrowed the field down to three:

502 State Street
Hood River - OR 97031

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www.hoodriverlibrary.org

- Diane Adams, Director, International Falls Public Library, International Falls, MN
- Rachael Fox, Assistant Director, Hood River County Library District, Hood River, OR
- Emily Klonicki, Director, Ella Johnson Memorial Public Library District, Hampshire, IL

The hiring committee feels all three candidates are strong and have diverse strengths and weaknesses.

The Board discussed logistics for the final round interviews and decided that all candidates will be interviewed on Saturday, July 9. The interview process will involve a Board interview, meeting with staff, a county tour for the out-of-area candidates, and a public meet & greet/presentation. A Board meeting to discuss the interviews will be held on Sunday, July 10. The Board reviewed and narrowed down the proposed final round interview questions.

ii. IGA with Mid-Columbia Council of Governments (ACTION)

Nielsen

The Board discussed the proposed intergovernmental agreement with Mid-Columbia Council of Governments to locate their employment services at Hood River Library. The Board agreed with the draft proposal by added a provision in the "Termination" section stating as follows: "*Termination with notice: Either party may cancel this lease at any time with 60 days written notice to the other party.*" Snyder moved to approve the IGA as amended. Schoppert seconded. The motion carried unanimously.

VII. New business

i. 2016-17 budget approval (ACTION)

VanOrman

I. Budget hearing

VanOrman

President VanOrman opened the budget hearing at 8.07p. She closed it at 8.07p, as no public were present. Snyder moved to approve Resolution 2015-16.11, adopting the budget, making appropriations, imposing taxes, and categorizing taxes. Vaivoda seconded. The motion carried unanimously.

ii. Approval of recurring payments for 2016-17 (ACTION)

Nielsen

Snyder moved to approve Resolution 2015-16.12, approving online and recurring payments for the 2016-17 fiscal year. Schoppert seconded. The motion carried unanimously.

iii. Discussion of 2016-17 President and Vice-President positions

VanOrman

VanOrman stated that she would not run for President again. Snyder agreed to run for President. Schoppert for Vice-President. With a new director coming in, this President likely will have to spend more time conversing with the director than currently. New signature cards will be required when the officers are elected. Snyder, Vaivoda, and VanOrman all stated that they would not be running for reelection in May, when their terms expire.

iv. Discussion of 2016-17 regular meeting time

VanOrman

The Board discussed possible regular meeting times for next fiscal year and determined that the current day/time/location of the third Tuesday of the month in the Hood River Library meeting room at 7.00p should continue.

v. Library Director contract addendum renewal (ACTION)

VanOrman

Snyder moved to approve the addendum to Nielsen's 2015-16 contract, extending through July 2016. Schoppert seconded. The motion carried unanimously.

vi. Hood River property transfer agreement (ACTION)

Nielsen

Snyder moved to approve the bill of sale and special warranty deed from Hood River County, transferring the Hood River Library, Georgiana Smith Memorial Gardens, and associated properties to the library district. Vaivoda seconded. The motion carried unanimously.

VIII. Agenda items for next meeting, July 19, 2016

VanOrman

- Review of strategic goals
- Board officer elections
- Appointing agents of record
- Resolution establishing regular meeting time
- Legal services contract renewal

The Board discussed who would serve as liaisons to the Friends of the Library and Library Foundation. VanOrman agreed to continue serving as liaison to the Friends will be friends liaison. John volunteered to be the Foundation liaison.

IX. Adjournment

VanOrman

The meeting adjourned at 8.29p