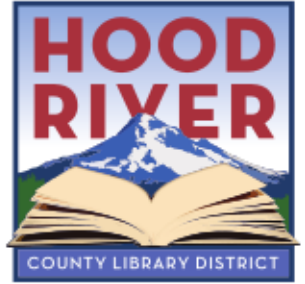


Board of Directors
Regular Meeting Minutes

Tuesday, August 16, 2016, 7.00p
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Sara Snyder, President
Notes prepared by Library Director Rachael Fox



Present: Rachael Fox (staff), Sarah Snyder, Suzanne VanOrman, Jean Sheppard

I. Additions/deletions from the agenda (ACTION)

Snyder

President Sara Snyder called the meeting to order at 7:04pm. Schoppert was on vacation. Vaivoda was unable to attend. Sheppard moved to approve the agenda as presented. VanOrman seconded. The motion carried unanimously.

II. Actual or potential conflicts of interest

Snyder

None stated.

III. Consent agenda (ACTION)

Snyder

- **Minutes from July 19, 2016 meeting**
- **Invoice sidewalk assessment**
- **Proposal to install railing in Gardens**
- **Proposal to replace air handling unit compressor**

VanOrman moved to approve the consent agenda as presented. Sheppard seconded. The motion carried unanimously.

IV. Open forum for the general public

Snyder

No public present.

V. Reports

- **Friends update**

VanOrman

In addition to the written report. VanOrman stated Bette Lou Yenne had replaced her as the treasurer for the Friends.

- **Foundation update**

Snyder

Foundation President Jen Bayer was unable to attend the meeting but emailed to following report to Fox.

- The Endowment Campaign was a huge success! Over \$53K went into the Fund, more than doubling their previous balance.
- The Foundation is recruiting Board and/or Feast of Words committee members
- The next meeting is Wednesday September 7th, which will be their Annual Meeting, where they will develop priorities for 2017 projects with the Library Director's input, adopt Fundraising Target, present and approve annual budget, create annual calendar, and confirm monthly meeting time/day.
- Columbia Bank has donated \$1,000 and the Foundation would like to apply it to Feast of Words fundraiser for the children's area. Library staff is working with the Foundation to identify a project.

- **June and July financial statements**

Fox

The June and July financial statements were unavailable at the time of the meeting. Fox stated there was a delay due to questions regarding a grant fund. Fox is working with former Library Director Buzzy Nielsen and the District accountant to resolve the issue.

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- **Director's report**

Fox

In addition to the written report, Fox stated the following.

- The hiring committee has selected a new Assistant Director. We had several well qualified applicants but the committee selected Arwen Ungar. She currently works for the Fort Vancouver Regional Library District Vancouver branch as the Senior Public Services Librarian-Early Learning. Ungar has a Master of Library Information Science from the University of Washington and a Bachelor of Arts in Journalism. Prior to working in libraries, Ungar worked as a journalist. Ungar was found to be the best candidate for the District based upon her experience with staff scheduling, supervising, marketing, and programming for all ages. Ungar has a professional demeanor, genuine interest in the community, passion and enthusiasm for the library field, excellent communication skills, and speaks Spanish at an intermediate level. The committee felt she would fit in well with the culture of the library and she possesses the skills and abilities to be a leader in the organization and a team player. Staff look forward to her new ideas and energy she will bring to the District.
- David Braun from Braun Arboricultural Consulting completed a risk assessment on the two maple trees directly in front of the Hood River Library on State street. Braun determined the maple on the west side has extensive decay but can possibly live for several more decades if pruned correctly and assessed each year. The east maple has significant issues with sun scald, improper pruning, and bark loss. The District will ask Braun to prune the west maple and remove the east maple. After the east maple is removed the area will be repaved and two full handicap parking spots will be created. Braun also did a brief assessment of nine other trees. He found two white oak trees on the west side of the gardens next to the Stolz building to be high risk due to decay and dead limbs. He determined the trees need further assessment but can both be possibly reduced to low risk if they are pruned. The other trees need regular pruning. The District will request in-depth risk assessment of the two white oak and set up a schedule to prune several of the trees in the late fall or early winter.
- The District is in the process of completing a discovery session with iSolutions. The session is no cost to the District but will provide a plan and budget for providing IT support. Fox will also seek quotes for IT services from Radcomp and Ken Jacobs, a private consultant who works on the Linux operating system.

X. Previous business

None stated

XI. New business

VanOrman

VanOrman announced she is resigning from the Board effective immediately. VanOrman sold her home and is moving to be closer to her son. Snyder asked Fox to contact SDAO to inquire about the process for filling the vacancy and report the findings at the next board meeting. Snyder and Sheppard expressed a desire to have the position filled by November.

XII. Agenda items for next meeting September 20, 2016

Snyder

- Process for filling board vacancy

XIII. Adjournment

Snyder

The meeting adjourned at 7.34pm.

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.