

Board of Directors
Regular Meeting Agenda, Supplementary

Tuesday, May 29, 2018, 7.00p
Jeanne Marie Gaulke Community Meeting Room
502 State St, Hood River
Jean Sheppard President
Notes prepared by Library Director Rachael Fox

Present: Rachael Fox (Staff), Jean Sheppard, Brian Hackett, Karen Bureker, Megan Janik,
Sara Marsden, Arwen Ungar (Staff)

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

Fox stated the agenda needed to be changed to include the Second Reading of Ordinance No. 1 as an action item. Fox also state the Executive session packet was incomplete and the board did not receive all the surveys and Fox handed out a new packet.

Marsden moved to approve the agenda as amended. Hackett seconded. The motion passed unanimously.

II. Actual or potential conflicts of interest Sheppard

None stated.

III. Consent agenda (ACTION) Sheppard

- i. Minutes from April 17, 2018 meeting**
- ii. Burkner motion, seconded.**

Hackett moved to approve the consent agenda. Bureker seconded. The motion passed unanimously.

IV. Open forum for the general public Sheppard

No public present.

V. Reports

- i. Friends update**
- ii. Foundation update** Fox
- iii. April financial statements** Fox
- iv. Director's report** Fox

Fox stated there is the Annual Board Planning Session: Board Practices Assessment (BPA) Tuesday, June 19, 5:00-6:30pm. This is consulting service offered by SDAO at no charge and qualifies a district for a 4% insurance premium credit. The BPA is conducted in a 90-minute on-site meeting with the full board. This is not a training program or presentation by SDAO. It

is a facilitated self-assessment discussion and format designed to help boards improve their effectiveness in six Key Performance Areas that make the difference between high risk and low risk districts. Boards receive a follow-up summary of their self-assessment along with the facilitator's notes from the meeting and recommendations for improvement.

Sheppard asked about the Odell library. Fox stated Hood River County School District Superintendent Dan Goldman has asked for a minimum and maximum space. The Board decided the minimum would be 700 sq. ft. (current size of Parkdale Library) and maximum size would be 2400 sq. ft. (size of new Cascade Locks Branch). Fox stated she would email Goldman.

Sheppard asked what library service in Odell would look like the rest of the year. Fox stated staff is still looking for alternate location. Fox stated FISH might be an option or another business. Marsden stated the supermarket might be an option. Other Board members agreed with this. It might be appealing because it would increase traffic.

VI. Previous business

VII. New business

i. 2018-19 salary schedule (ACTION)

Sheppard

Board members discussed the salary schedule and the Cost of Living (COL) increases. Sheppard stated it was high and was surprised. Fox stated she used the average of the Western CPI for 2017. Fox stated Hood River County has to work with four unions and they voted to use December of each year and for this year it would mean 3.1% COL. Marsden made a motion to approve the salary schedule for 2018-19. Bureker seconded. The motion passed unanimously.

ii. Second reading of Ordinance No. 1, Code of Conduct

Fox

I. Public hearing on Ordinance No. 1

Sheppard read the title of Ordinance No. 1. "An ordinance regulating conduct on Library District property." Sheppard opened the public hearing on the ordinance at 7:23pm. There were no public comment. Bureker requested the text be increased. Fox stated she would do that and it would be on two pages. The hearing was closed at 7:24pm. Hackett moved to adopt Ordinance No. 1 as amended and attached. Bureker seconded. The motion carried unanimously.

iii. Executive session: Library Director evaluation

Sheppard

The Board moved into executive session at 7:26pm. The board closed executive session at 8:05pm.

VIII. Agenda items for next meeting

Sheppard

IX. Adjournment

Sheppard

The meeting adjourned at 8:06pm.

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.