

Board of Directors
Regular Meeting Minutes
Supplementary information
Tuesday, October 19, 2021, 7:00pm
Zoom meeting
502 State St, Hood River
Karen Bureker Vice President

Present: Karen Bureker, Brian Hackett, Megan Janik, Sara Marsden, Rachael Fox (staff)

The Hood River County Library District is taking steps to limit exposure and spread of COVID-19 (novel coronavirus). In support of state and federal guidelines for physical distancing, the Hood River County Library District will hold this meeting by using 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)** Bureker
Library Board Vice President Karen Bureker called the meeting to order at 7:01pm. Marsden made a motion to approve the agenda. Janik seconded. The motion carried unanimously.
- II. Actual or potential conflicts of interest** Bureker
None stated.
- III. Consent agenda (ACTION)** Bureker
i. Minutes from September 21, 2021 meeting
Janik moved to approve the consent agenda. Marsden seconded. The motion carried unanimously.
- IV. Open forum for the general public** Bureker
None present
- V. 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. August and September 2021 Financial Statements** Fox
There was nothing to add to the written report.

iv. Director's report

Fox

Fox stated three staff members have changed position and now are all fully trained. Bureker asked how things were going. Fox stated everything is going well with the new staff. Fox worked with staff to reorganize duties with the Assistant Director and Operations Assistant which has allowed Fox to focus on tasks that need attention. Fox is working on updating the Personnel Policy, which is about 30-40 pages. She will have HR Answers review the update and the District lawyer Ruben Cleaveland. The policy will be ready for Board review by the November or December board meeting.

VI. New business

i. Health Care renewal (ACTION)

Fox

Attachment: VI.i. Employee Health Care Benefits Policy

Fox stated she recommended the PacificSource Gold Plan with \$1,000 deductible. Hackett made a motion to approve the selection of PacificSource Gold Plan for medical/vision and dental coverage with \$1,000 deductible. Janik seconded. The motion carried unanimous

ii. Snow removal contract (ACTION)

Fox

Attachment: VI.ii. Snow removal contract [2021-23]

Fox stated the District lawyer Ruben Cleaveland reviewed the contract and made one change. Both parties approved the changes. Marsden made a motion to approve the snow removal contract with Ayles Snow Removal Services. Janik seconded. The motion carried unanimously.

VII. Agenda items for next meeting

Bureker

- Cybersecurity policy
- Special District Insurance Services Best Practices Checklist
- Strategic Plan discussion

VIII. Adjournment

The meeting was adjourned at 7:27pm.

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.