

**Board of Directors**  
**Regular Meeting Minutes**  
 Tuesday, April 18, 2023, 7:00pm  
 Library Meeting Room and Zoom  
 502 State St, Hood River

**Members present:** Brian Hackett, Megan Janik, and Sara Marsden

**Members absent:** Karen Bureker, Jean Sheppard

**Staff present:** Library Director Rachael Fox and Assistant Director Mo Burford

**Public:** None present

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/88987942233>, Meeting ID: 889 8794 2233

<b>Agenda Items</b>		<b>Action</b>	<b>Responsible</b>
<b>I.</b>	<b>Call to Order</b> Library Director Rachael Fox called the meeting to order at 7:02pm. The Board President and Vice President were unable to attend. Marsden nominated Hackett as the temporary Presiding Officer. Janik seconded. The motion carried unanimously.	<b>Motion</b>	Rachael Fox
<b>II.</b>	<b>Approval of the agenda (additions/corrections/deletions)</b> Janik made a motion to approve the agenda. Marsden seconded. The motion carried unanimously.	<b>Motion</b>	Brian Hackett
<b>III.</b>	<b>Approval of the consent agenda</b> Janik made a motion to approve the agenda. Marsden seconded. The motion carried unanimously.	<b>Motion</b>	Brian Hackett
<b>IV.</b>	<b>Actual or potential conflicts of interest</b> None stated.		Brian Hackett
<b>V.</b>	<b>Public comment (3 minutes each)</b> None present.		Brian Hackett
<b>VI.</b>	<b>Reports</b>		
	<b>i. Friends update</b> There was nothing to add to the written report.		Rachael Fox
	<b>ii. Foundation update</b> There was nothing to add to the written report.		Rachael Fox
	<b>iii. March Financial Statements</b> Fox received the statements before the meeting but wasn't able to review them beforehand. However, they will be included in the Budget Committee Packet, and she'll present them at the upcoming board meeting. When Hackett asked about the delay,		Rachael Fox

	Fox explained that it hinged on when Hood River County releases the tax information and how much time the accountant requires to process the financials.		
	<b>iv. Director's report</b> There was nothing to add to the written report.		Rachael Fox
<b>VII.</b>	<b>Old Business</b>		
<b>VIII.</b>	<b>New Business</b>		
	<b>i. Security Camera Policy</b> Marsden nominated Hackett as the temporary Presiding Officer. Janik seconded. The motion carried unanimously.	<b>Motion</b>	Hackett
	<b>ii. Budget preview discussion</b> Hackett expressed his satisfaction with the proposed budget, which indicated that the District is regularly covering expenses instead of relying on uncertain sources like grants or Feast of Words. Fox acknowledged this fact but also mentioned that the Friends and Foundation cover certain expenses, such as a portion of the Bookmobile and other items. However, both organizations can raise the necessary funds for these expenses annually.	Discussion	Rachael Fox
	<b>iii. Capital Equipment purchases</b> Hackett and Marsden voiced their concern about leaving the old heating/cooling unit in the Columbia Gorge History room. They suggested looking into the cost of removing the unit and repairing the roof. It was proposed that the project could be completed when the flat roof is replaced. Fox agreed that this was a good strategy.  Hackett also recommended considering the removal of the two small units and connecting them to the rooftop AC unit when it's replaced in twenty years. Fox noted that she would make a record in the District's files to explore this possibility in the future.  Janik made a motion to approve the purchase of the Mitsubishi indoor heating and cooling unit and the drinking fountain/bottle filler unit. Marsden seconded. The motion carried unanimously.	<b>Motion</b>	Rachael Fox
<b>IX.</b>	<b>Announcements</b>		
	<b>i. Comments from board members</b> No comments.		All
	<b>ii. Requests from Library Director</b> No requests.		Rachael Fox
	<b>ii. Agenda items for next meeting</b> <ul style="list-style-type: none"> <li>• Tuesday, May 10, 2022, 6:00-8:00p: First Budget Committee meeting</li> </ul>		Hackett

	<ul style="list-style-type: none"> <li>• Tuesday May 17, 2022, 6.00-7.00p: Second Budget Committee meeting, if needed.</li> <li>• Policy</li> <li>• Library Director evaluation</li> </ul>		
<b>X.</b>	<b>Adjournment regular meeting</b> The meeting was adjourned at 7:45pm.		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.