

Board of Directors
Regular Meeting Minutes
Tuesday, December 20, 2022, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River
Jean Sheppard President

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

The Hood River County Library District is taking steps to limit exposure and spread of COVID-19 (novel coronavirus). 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

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

Board President Jean Sheppard called the meeting to order at 7:01pm. Marsden made a motion to approve the agenda. Hackett seconded. The motion carried unanimously.

II. Actual or potential conflicts of interest Sheppard

None stated.

III. Consent agenda (ACTION) Sheppard

Marsden made a motion to approve the consent agenda. Hackett seconded.

IV. Open forum for the general public

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. October 2022 Financial Statements Fox

There was nothing to add to the written report.

iv. Director's Report Fox

Fox stated the consultant and City Administrator would present at the February 21, 2023 meeting regarding the Westside Urban Renewal District. Fox stated the District will most likely last 20-30 years, take effect Jan. 1, 2024, cover 445 acres valued at 154 million. The focus of the funds for the District will be transportation, housing, and parks.

VI. Old Business

i. SDAO Annual Conference

Fox

Library Board member Brian Hackett will attend the conference. The other board members were unable to attend.

VII. New Business

i. Exhibits Policy and Policy review schedule (ACTION)

Fox

Janik made a motion to approve the Exhibits Policy. Bureker seconded. The motion carried unanimously.

ii. Paid holiday benefit – Employee Handbook (ACTION)

Fox

Marsden asked how many paid holidays the District currently observes. Fox stated eleven. Bureker stated the Fire District where she works observes around the same amount of holidays. Bureker made a motion to approve the amendments to the Paid Holiday Benefit section of the Employee Handbook. Janik seconded.

Library Board President Jean Sheppard stated she and Vice President Karen Bureker received a request to reclassify a Young Adult series *A Court of Thorns and Roses* by Sarah Maas. Sheppard forwarded the information to Library Director Rachael Fox to inform the patron of the procedure.

Fox shared the procedure with the patron. The Library Board reviewed the procedure below.

Whenever a patron objects to the presence of an item, s/he will be referred to the Library Director.

If the patron wishes the District to remove or reclassify the material, s/he must complete the "Request for Reconsideration of Library Material" form. The Collection Development Committee will examine the item in question, check reviews, and determine whether it conforms to the standards of this policy. The Library Director will decide whether or not to withdraw the material in question and will write to the patron, giving the reasons for the decision. If the patron is not satisfied by the Library Director's decision, the item will be referred to the Board of Directors for further review. Materials subject to complaint shall not be removed from use pending final action.

Fox stated she spoke to the District lawyer Ruben Cleveland regarding our policy and plan to consult with the Collection Development Committee, the American Library Association Office of Intellectual Freedom and the Oregon Library Association if we receive a completed form.

Sheppard stated we have a good policy in place to address these concerns. Marsden recommended reviewing the Collection Development policy at the next board meeting since it has not been reviewed since 2014. Fox agreed she had already planned to have the Collection Development Team review the policy and the Request for Reconsideration form and she would bring the updated items to the January meeting. Sheppard stated the District lawyer should also review it. Fox states she has the lawyer review all the policies.

VIII. Agenda items for next meeting

Sheppard

- Audit report FY 2020-21
- Policy

IX. **Adjournment**

Sheppard

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.