

Library Board of Directors
Regular Meeting Minutes
Tuesday, February 28, 2023, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River
Jean Sheppard President

Members present: Jean Sheppard, Brian Hackett, Megan Janik, and Sara Marsden.

Members absent: Karen Bureker.

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

Presenters: Hood River City Administrator Abigail Elder and Hood River City Council member Douglas Stepina.

Public: Travis Chapman (Zoom) and Craig Sheppard.

I. **Call to order** Sheppard
Board President Jean Sheppard called the meeting to order at 7:02pm.

II. **Additions/deletions from the agenda (ACTION)** Sheppard
Fox was approached by board members to add two items to the agenda.
1. Recording meetings through Zoom.
2. Standing agenda for supporting District staff.

Fox also requested the presentation Westside Urban Renewal District be moved up before public comment. Marsden made a motion to approve the agenda. Janik seconded. The motion carried unanimously.

III. **Actual or potential conflicts of interest** Sheppard
None stated.

IV. **Consent agenda (ACTION)** Sheppard
Marsden made a motion to approve the agenda. Janik seconded. The motion carried unanimously.

V. **Westside Urban Renewal District presentation** Elder and Stepina
Elder and Stepina gave a presentation with a slideshow discussing how an Urban Renewal District works and the impact on the District. Sheppard asked if there were grant funds and other state funds made available to support these projects. Elder expressed other entities would contribute to support the projects. Sheppard also asked if the total amount on the chart \$6,504,874 was correct. Elder stated it was but the District would receive more tax revenue at the end of the project because of the improvements made with the funds. The board commented regarding the long duration of the District and the high cost to the District. Elder stated this was the maximum that could be imposed. Both Elder and Stepina said they did not anticipate the entire area would be included. Elder stated the City only required approval from the County but wanted to inform each District impacted by the Urban

Renewal District. Hackett expressed concern the District did not have a voice in this project and it would be decided for the Library District.

VI. Open forum for the general public

No comments.

VII. 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. February 2023 Financial Statements

Fox

There was nothing to add to the written report.

iv. Director's Report

Fox

There was nothing to add to the written report.

VIII. New Business

i. Board Governance Policy (ACTION)

Fox

Marsden made a motion to approve the Board Governance policy by Resolution 2023-23.04. Janik seconded. The motion carried unanimously.

ii. Misinformation discussion

Fox

Fox explained the Library District staff received a phone call about misinformation online about “drag queen storytime.” Fox expressed we can express to patrons where to find the correct information regarding our library programs. Sheppard expressed it can be difficult to prove a negative. Hackett asked if we had a list of all our programs on our website. Or, do we have it archived. Fox stated the District does not keep the enewletters on the website but does have an archive of the information. Sheppard stated patrons would need to file a Freedom of Information Act for that kind of information. Hackett asked if we could put in on the webpage. Fox stated it was possible but could be time consuming to put past items on the webpage.

Sheppard stated she did not think the District needs to post a statement that we have never hosted a “drag queen storytime.” Hackett asked if staff knows the origin. Sheppard stated she looked and could not find the information. Fox stated four staff members also searched and could not locate it. Fox believes it was a private group. Marsden commented her children heard the information at school. Sheppard stated it started on Facebook and patrons can use the Freedom of Information Act, or fill out a Request for Reconsideration form. Sheppard stated everything in in our policies and we follow the American Library Association polices which are referenced in our policies. Patrons should follow our policy and procedures.

iii. New hours for Cascade Locks and Parkdale libraries

Fox

The District Board approved of the new hours.

iv. Library Director evaluation timeline

Fox

Marsden made a motion to approve the Library Director evaluation timeline. Janik seconded. The motion carried unanimously.

v. Library Gardens Maintenance Contract renewal (ACTION)

Fox

The monthly rate increased by \$60, but still less than previous contract at other companies. The District will go out for bids next year. Marsden made a motion to approve the Library Director evaluation timeline. Janik seconded. The motion carried unanimously.

vi. Recording Board meetings

Sheppard

Fox stated a library board member asked to place the item on the agenda. Marsden expressed she thought it was worth doing. Sheppard stated the minutes might be enough. Hackett asked if the meetings would be recorded but not distributed. Fox stated we can keep the recordings and distribute written minutes. Elder commented other entities follow that practice. Sheppard stated patrons could submit a public records request if they wanted access to the recordings. The Library Board members agreed.

vii. Standing agenda item for supporting staff

Sheppard

Fox stated a library board member asked to place the item on the agenda. Marsden asked if we already did that. Hackett stated he asked to have the item on the agenda. Hackett said that having it as a standing item acts as ready form for each meeting. That way the library board can support library staff including Library Director Rachael Fox if anything issues or concerns arise. The Library Board members supported the idea.

IX. Agenda items for next meeting

Sheppard

- Strategic Goals and Action items for FY 2023-24
- Budget preview FY 2023-24
- Policy

X. Adjournment

Sheppard

The meeting was adjourned at 8:35pm.

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.