

**Board of Directors**  
**Regular Meeting Minutes**  
Tuesday, February 15, 2022, 7:00pm  
Zoom meeting  
502 State St, Hood River  
Jean Sheppard President

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

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

- I. **Additions/deletions from the agenda (ACTION)** Sheppard  
Library Board President Jean Sheppard called the meeting to order at 7:01pm. Janik 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  
Hackett moved to approve the consent agenda. Janik seconded. The motion carried unanimously.
- IV. **Open forum for the general public** Sheppard  
None present. Fox stated she has a comment from the public but will present the comment during the Bookmobile discussion.
- 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. **December 2021 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.

Sheppard asked if there was statistics available to determine if we have received lost items returned after the library went Fine Free. Fox stated she would see if she could run a report.

## **VI. Old Business**

### **i. Exterior bookmobile discussion and approval**

Fox

Fox stated she had two new designs to share that were not included in the board packet. She stated Library Foundation member Dawn Fitchen and her husband Matt Fitchen (Graphic Designer) worked with Fox over the weekend to rework the existing design created by the Bookmobile company.

Fox stated both she and library staff preferred the lighter design. Fox shared Matt Fitchen stated he stated the benefits of the darker color are better contrast with the other elements, better visibility when it's out and about, and greater longevity for the print (because every print will fade over time).

Fox shared public comment on the bookmobile design:

As you consider the final exterior design of our new bookmobile, I encourage you to go for bold. This bookmobile is a mobile billboard for our library system and we (or at least I think we would) want it to stand out. Brighter, richer colors will help our bookmobile to stand out among all the other sprinter vans out there in our community. Softer, lighter colors will blend in more. Brighter colors will attract more attention and exude a more fun, lively library, which is what I think we want to portray ourselves as. This van will be driving around for many years to come so I encourage you to think ahead, and choose the most modern looking design so it ages the best. I also encourage you to consider the opinions and ideas of professional designers, specifically, our local graphic designer who has done so much great work for our district, Matt Fitchen. We all have our tastes, what we prefer personally, but graphic design and marketing (and this part of the bookmobile design is definitely marketing) are professional careers and people in this field know what works best for catching people's eyes and drawing them in. They know what sells and this is a wonderful opportunity for us to "sell" the library. Thank you so much for considering these things as you choose a final design. It is so exciting to be so close to having a bookmobile in our community!!

Amanda Goeke  
MLIS  
Library Foundation Board Member  
HRCLD Employee since 2010  
Local Small Business Owner

The board stated they liked the darker design because the text was more visible. Fox thanked the board and stated she will submit the darker design to the bookmobile company.

## **VII. New Business**

### **i. Renew contract legal counsel Ruben Cleaveland (ACTION)**

Fox

Janik moved to approve the contract renewal. Bureker seconded. The motion carried unanimously.

### **ii. Garden's Maintenance Bids (ACTION)**

Fox

Hackett moved to approve the contract renewal. Janik seconded. The motion carried unanimously.

### **iii. Budget calendar approval and Budget Committee Discussion (ACTION)**

Fox

The board discussed the candidates and selected Andrea Krol because she has experience serving on a budget committee. Sheppard suggested Fox refer the other candidate to either the Friends or Foundation. Hackett stated there was an opening on the Foundation Board. Fox stated she would let the other candidate know about the other volunteering opportunities including serving on the Foundation Board.

**iv. MIX Contract (ACTION)**

Fox

Janik moved to approve the contract renewal. Bureker seconded. The motion carried unanimously.

**v. Strategic planning facilitation consultant (ACTION)**

Fox

Fox stated she recommended Constructive Disruption for the following reasons:

- Focus Diversity, Equity and Inclusion
- Project team are librarians or have worked in a libraries.
- Gather data through multiple tools
  - Town halls
  - Community Surveys
  - Interviews with stakeholders
- Bonus: Rework the mission and values statements

Sheppard asked how the consultants would complete the project while one of them was working as a full time librarian. Fox stated she was not sure but had received a positive reference from the Fort Vancouver Library system regarding their consulting services. Sheppard stated she would have liked to have a bid that was lower. Fox agreed. The board discussed how this consulting firm is providing more guidance and services than the two lower bids.

Hackett moved to accept the proposal from Constructive Disruption. Janik seconded. The motion carried unanimously.

**VIII. Discussion indoor programs and mask requirement indoors**

Fox

The board approved the plan to remove the mask requirement indoors at the same time Governor Board removes the statewide mask mandate. Fox will report to the board at the Tuesday, March 15, meeting regarding the timeline for adding more in-person programs for all ages.

**IX. Agenda items for next meeting**

Sheppard

**X. Adjournment**

Sheppard

The meeting was adjourned at 8:10pm.

---

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.