

Board of Directors
Regular Meeting Minutes
Supplementary information
Tuesday, January 17, 2023, 7:00pm
Library Meeting Room and Zoom
502 State St, Hood River
Jean Sheppard President

Present: Karen Bureker, Brian Hackett, Megan Janik, Jean Sheppard, Rachael Fox (staff), Tiffany Elvrum (Pauly Rogers and Co Auditing firm)

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 7:04pm. Hackett made a motion to approve the agenda. Janik seconded. The motion carried unanimously.

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

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

IV. **Audit presentation** Kamp
Tiffany Elvrum from our auditing firm Pauly, Rogers, and Co. attended the January library board meeting by Zoom. The District Board received a Letter to the Governing Board and the audit report which included financial statements. Elvrum gave the District a clean opinion with no reservations and there were no separate management issues. Elvrum stated overall it was great. She reported no difficulties in performing the audit.

V. **Open forum for the general public**
None present.

VI. **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. November and December 2022 Financial Statements

Fox

There was nothing to add to the written report.

iv. Director’s Report

Fox

Fox stated there was an accident with the Bookmobile. There was a snow bank in the middle of the road in the Odell Mobile Home park. The staff member ran over the bank while turning the corner, which created a dent on the driver’s side. Fox reported the accident to Special Districts Insurance Service.

VII. New Business

i. Collection Development Policy, Request for Reconsideration Policy, and Request for Reconsideration form (ACTION)

Fox

Fox read through the new additional and changes in the policies. The Board agreed with the changes and the new policy. Janik made a motion to approve the agenda. Bureker seconded. The motion carried unanimously.

ii. Board member positions discussion

Fox

Sheppard stated she believed in term limits and would not be running again since she had served eight years on the Library Board. Hackett stated he would be running again. Sheppard stated it would be ideal to recruit a member from the Parkdale and/or Odell community. She had a few people she thought might be good candidates and would reach out to Bilingual Outreach Librarian Yeli Vargas-Boots to discuss it further.

iii. March 2023 Library Board meeting discussion

Fox

The Library Board decided to move the next meeting to March 28, 2023.

VIII. Agenda items for next meeting

Sheppard

- Policy
- Budget Officer, Budget Committee and Budget Calendar Approval

IX. Adjournment

Sheppard

The meeting was adjourned at 7:46pm.

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.