

Board of Directors
Regular Meeting Minutes
 Tuesday, October 17, 2023, 7:00pm
 Library Meeting Room and Zoom
 502 State St, Hood River

Library Board:

Present: Board President: Brian Hackett, Board Vice-President: Karen Bureker, Board members: Sara Marsden and Jean Sheppard.

Staff members: Library Director Rachael Fox.

Members of the 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

	Agenda Items	Action	Responsible
I.	Call to Order Board President Brian Hackett called the meeting to order at 7:00pm.		Brian Hackett
II.	Approval of the agenda (additions/corrections/deletions) Bureker made a motion to approve the agenda as presented. Sheppard seconded. The motion carried unanimously.	Motion	Brian Hackett
III.	Approval of the consent agenda Marsden moved to accept the consent agenda, encompassing the minutes of the September 19, 2023 regular board meeting. Bureker provided the second. The motion passed with unanimous approval.	Motion	Brian Hackett
IV.	Actual or potential conflicts of interest None stated.		Brian Hackett
V.	Public comment (3 minutes each) None present.		Brian Hackett
VI.	Reports		

	i. Friends update • There was nothing to add to the written report.		
	ii. Foundation update There was nothing to add to the written report.		Rachael Fox
	iii. August Financial Statements The was nothing to add to the written report.		Rachael Fox
	iv. Director's report		Rachael Fox
VII. Old Business			
	i. Policy discussion - Narcan, AED, CPR, First Aid The Library Board discussed not implementing a policy for the District, allowing individual Library staff members the personal choice of administering Narcan, AED, CPR, or first aid. They would be protected by the Good Samaritan Law and training would be optional. Fox noted that most staff members have expressed interest and are likely to undergo training in these options. Marsden stressed the significance of library staff being acquainted with the Good Samaritan Law, a sentiment echoed by Fox, who affirmed she will ensure staff members are informed.	Discussion	Rachael Fox
VIII. New Business			
	i. Proposed Service Plan Bookmobile The Library Board approved of the proposed service plan.	Discussion	Rachael Fox
	iii. Paid Leave Policy Bureker made a motion to approve the updated Paid Leave Policy. Sheppard seconded. The motion carried unanimously.	Motion	Rachael Fox
	iv. Driving Policy Bureker made a motion to approve the updated Driving Policy. Marsden seconded. The motion carried unanimously.	Motion	Rachael Fox
	v. Cascade Locks Lease Sheppard conveyed a preference for securing a more extended lease. Fox informed the board that the School District had proposed changing the contract duration	Motion	Rachael Fox

	<p>from five years to one year. The rationale behind this was the intricate accounting and accountability practices mandated for multiyear contracts, leading to a substantial increase in workload for their business services office.</p> <p>Hackett voiced concerns about a 10% annual increase, underscoring the need for the library, as a government entity, to be treated differently. Marsden, Bureker, and Sheppard agreed with this viewpoint. Fox suggested signing the existing contract and assured that she would engage in discussions with the school district regarding the potential increase before finalizing a contract for the next fiscal year.</p>		
	<p>vi. Special Districts Association Oregon (SDAO) Conference discussion Bureker will attend the SDAO conference in February 2024.</p>	Discussion	Rachael Fox
	<p>vii. Bids for ADA parking area Sheppard made a motion to approve the bid by Schuepbach Custom Builders, Inc. in the amount of \$7,285. Bureker seconded. The motion carried unanimously.</p>	Motion	Rachael Fox
	<p>iv. Feast of Words 2024 The Library Board endorsed the project, and Fox introduced a prospective initiative involving RFID security tagging for the collection. The board also expressed support for this idea.</p>	Discussion	Rachael Fox
IX.	Announcements		
	<p>i. Comments from board members No comments.</p>		All
	<p>ii. Requests/Comments from Library Director No comments.</p>		Rachael Fox
X.	<p>Agenda items for next meeting</p> <ul style="list-style-type: none"> • Policy review • SDAO Best Practices Checklist • Library Board Ethics training • Janitorial contract renewal 		Brian Hackett
XI.	<p>Adjournment regular meeting The meeting was adjourned at 7:38pm.</p>		Brian 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.