

**Board of Directors**  
**Regular Meeting Minutes**

Tuesday, May 18, 2021, 7:00pm

Zoom meeting

502 State St, Hood River

Jean Sheppard President

Notes prepared by Library Director Rachael Fox

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

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

- I. Additions/deletions from the agenda (ACTION)** Sheppard  
Library Board President Jean Sheppard called the meeting to order at 7:11pm. 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  
**i. Minutes from April 20, 2021 meeting**  
Hackett moved to approve the consent agenda. Marsden seconded. The motion carried unanimously.
- IV. Open forum for the general public** Sheppard
- 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. April 2021 Financial Statements** Fox  
The financial statements were not available at the time the board packet was released.

#### **iv. Director's report**

There was nothing to add to the written report.

#### **VI. Old business**

##### **i. Annual Planning session discussion**

Sheppard

Due to pandemic, the board will postpone the annual planning session this year. They will include updating the mission, vision and values in the strategic planning process.

##### **ii. Reopening plans: Curbside Services and Browsing and Computer Appointments**

Fox

The board agreed with the plan to eliminate appointments, limit occupancy in the children's library in Hood River, offer a 30 minutes time limit for browsing, computers and offer no seating. Curbside will be available by requests only. The restrooms and drinking fountains will be open in Hood River. The Parkdale Library will be open for in-person visits on June 1.

Masks will continue to be required since library staff will not be checking vaccination status.

#### **VII. New business**

##### **i. Executive session: Library Director evaluation**

Sheppard

The board entered into executive session at 8:15pm and ended executive session at 8:31pm.

#### **VIII. Agenda items for next meeting**

Sheppard

- o 2021-22 budget approval
- o Salary Schedule approval
- o Approval of recurring payments for 2021-22
- o Discussion of 2021-22 President and Vice-President positions
- o Discussion of 2021-22 regular meeting time
- o Library Director Contract approval

#### **IX. Adjournment**

Sheppard

The meeting was adjourned at 8:34pm.

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.