

Board of Directors

Regular Meeting Minutes

Tuesday, May 19, 2020, 7:00pm
Jeanne Marie Gaulke Community Meeting Room
Zoom meeting
502 State St, Hood River
Jean Sheppard President
Notes prepared by Library Director 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 social 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/87082687991>

Meeting ID: 870 8268 7991

Present: Jean Sheppard, Megan Janik, Brian Hackett, Sara Marsden, Rachael Fox (staff)

I. Additions/deletions from the agenda (ACTION) Sheppard

Board President Jean Sheppard called the meeting to order at 7:06pm. Marsden made a motion to approve the agenda as amended. Janik 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. 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 2020 Financial Statements

There was nothing to add to the written report.

iv. **Director's report**

Fox

There was nothing to add to the written report.

VI. Previous business

i. **Discussion reopening plan Hood River County Library District**

Fox

The board approves of moving to Stage 3 on May 28 using the A and B team schedule.

VII. New business

i. **2020-21 salary schedule (ACTION)**

Sheppard

Hackett made a motion to approve the salary schedule for 2020-21. Marsden seconded. The motion carried unanimously.

ii. **Accounting services bid approval (ACTION)**

Fox

Sheppard stated the increase is modest from what we were paying in 2019-20. Marsden moved to accept the bid from Onstott, Broehl, & Cyphers. Janik seconded. Fox stated she would bring the contract to the June board meeting for approval.

iii. **Discussion fines**

Sheppard

The board agreed to not charge fines until the library is back to regular operations.

iv. **Executive session: Library Director evaluation**

Sheppard

Marsden made a motion to extend Library Director Rachael Fox's contract for another year without a step increase due to the step increase freeze in fiscal year 2020-21 for the entire staff. Fox will receive the 3.6% minimum wage adjustment applied to the entire staff. Janik seconded. The motion carried unanimously.

VIII. Agenda items for next meeting

Sheppard

IX. Adjournment

The meeting was adjourned at 8:36pm.

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.