

**Library Board of Directors**  
**Regular Meeting Agenda**  
**Supplementary Information**  
 Tuesday, March 17, 2025, 7:00pm  
 Library Meeting Room and Zoom  
 502 State St, Hood River

*Board President:* Sara Marsden, *Board Vice-President:* Karen Bureker, *Board members:* Yesi Rojas, Megan Janik and Jean Sheppard.

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

	<b>Agenda Items</b>	<b>Action</b>	<b>Responsible</b>
<b>I.</b>	<b>Call to Order</b> Library Board President Sara Marsden called the meeting to order at 7:00pm.		Sara Marsden
<b>II.</b>	<b>Roll call</b> Fox conducted a roll call. Sara Marsden, Megan Janik, Yesi Rojas and Jean Sheppard were present. Library Director Rachael Fox and Assistant Director Mo Burford were present.		Rachael Fox
<b>III.</b>	<b>Approval of the agenda (additions/corrections/deletions)</b> Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.	<b>Motion</b>	Sara Marsden
<b>IV.</b>	<b>Approval of the consent agenda</b> Janik moved to approve the agenda with February 17, 2026 regular library board minutes. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.	<b>Motion</b>	Sara Marsden
<b>V.</b>	<b>Actual or potential conflicts of interest</b> None stated		Sara Marsden
<b>VI.</b>	<b>Citizen comment (3 minutes each)</b> No comment		Sara Marsden
<b>VII.</b>	<b>Presentation Hood River Valley Parks and Recreation District</b> Brian Hackett and Kate McBride presented to the library board.  Marsden asked a clarifying question regarding the distinction		Brian Hackett

	<p>between the two pool areas and the outside area.</p> <p>Hackett clarified the differences between the pool areas, emphasizing the separate income sources associated with each and how those revenues would be directed toward improvements in their respective areas.</p> <p>Fox inquired whether a failure of the levy to pass would result in a reduction in overall services.</p> <p>Hackett confirmed that it would, noting that this could include closure of the current pool, as the cost of continued operation would soon become unsustainable. He added that overall services would also face cuts if the levy does not pass. He expressed the desire to reach a point where the department could engage in proactive maintenance, citing trail maintenance as an example.</p> <p>Marsden asked for confirmation that the levy term is five years. Hackett confirmed this, drawing a comparison to the school levy. He noted that there are no other bonds or levies on the upcoming ballot. He acknowledged the significant effort staff are currently making to keep the pool operational and stated they deserve better conditions. He also indicated that the levy would support expansion of the trail network.</p> <p>McBride reported that a PAC has been formed to advocate for the Parks Department and the pool measure. She noted that pink flamingos may be visible in the community, an initiative originating from the swim and water polo teams. She distributed a handout containing website information, which includes details on the tax impact to residents. She noted the tax ask would be lower than in previous measures. Efforts are underway to communicate the condition of the pool to the public and to reduce the funding request as much as possible. She further advised that Community Education, a program with a 50-year history, would close at the end of the summer if the levy does not pass.</p>		
<b>VIII. Reports</b>			
	<p><b>i. February 2026 Financial Statements</b> The February financial statements, produced by our district accountant, were not ready before the packet was distributed.</p>		Rachael Fox
	<p><b>ii. Friends update</b> There was nothing to add to the written report.</p>		Rachael Fox
	<p><b>iii. Foundation update</b> The was nothing to add to the written report.</p>		Rachael Fox

	<p><b>iv. Director's report</b></p> <p>The Library has received a grant from the State Library of Oregon for the Teen Internship program, which will run again this summer. The position will be advertised in April and will be overseen by Teen Services Librarian Elizabeth Backer.</p>		Rachael Fox
<b>IX.</b>	<p><b>Old Business</b></p>		Sara Marsden
	<p><b>i. Library website proposals</b></p> <p>Marsden asked how Library Director Rachael Fox and Assistant Director Mo Burford were feeling about the choices and whether anything had changed.</p> <p>Fox stated they feel the same and are actually feeling more confident after reconnecting with their first choice.</p> <p>Marsden noted that her questions had been answered and that she no longer has any concerns.</p> <p>Janik stated she feels the same and expressed that she is glad to see staff has the support.</p> <p>Fox added that costs will not increase more than 3% year over year.</p> <p>Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.</p>	<b>Motion</b>	Sara Marsden
<b>X.</b>	<p><b>New Business</b></p>		
	<p><b>i. Programming Policy update</b></p> <p>Janik moved to approve the agenda. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Rojas and Sheppard.</p>	<b>Motion</b>	Sara Marsden
	<p><b>ii. Youth Services Assistant job description</b></p> <p>Fox reported that the position is being changed to no longer require bilingual qualifications, noting that the library now has sufficient bilingual staff available to assist with events as needed. She invited discussion of any concerns. She clarified that the position will continue to serve as the primary support for children's services, with additional responsibility for teen services and outreach.</p> <p>Marsden asked whether the library has access to a translation service.</p> <p>Fox responded that the library uses Google Translate and noted that a Spanish conversation group has been started among staff.</p> <p>Burford added that translation software is available to all staff</p>		Sara Marsden

	<p>in a variety of formats, including iPads, phones, and print resources.</p> <p>Bureker asked whether the city or county utilizes any translation services or software.</p> <p>Janik responded that her organization uses LanguageLine.</p> <p>Marsden noted that her organization uses Seracomm — spelling unconfirmed — and indicated that the service is billed on a per-call basis and is available in both video and audio formats.</p> <p>Fox stated she would look into the services.</p>		
	<p><b>iii. Library Director evaluation and planning session discussion</b></p> <p>Fox reported that HR Answers will attend the April 21 special meeting from 6-7pm to conduct a planning session focused on the director evaluation process. She will provide HR Answers with the current plan in advance, after which they will meet with the board and offer recommendations.</p>		Sara Marsden
<b>XII.</b>	<b>Announcements</b>		
	<p><b>i. Comments from board members</b></p> <p>Fox reported that a letter has been received from the city indicating that the hotel is appealing the city's decision. In addition, a plan for a mixed-use condominium development in the same location will also be discussed at a community meeting. Fox and/or Burford will attend both meetings.</p>		Board members
	<p><b>ii. Requests/Comments from Library Director</b></p> <p>None stated</p>		Rachael Fox
<b>XIII.</b>	<p><b>Agenda items for next meeting</b></p> <ul style="list-style-type: none"> <li>• Employee Handbook update</li> <li>• Fiscal Year 2026-27 Budget preview discussion</li> </ul>		Sara Marsden
<b>XII.</b>	<p><b>Adjournment regular meeting</b></p> <p>The meeting adjourned at 7:51pm.</p>		Sara Marsden

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.