

**Board of Directors**  
**Regular Meeting Minutes**  
 Tuesday, September 17, 2024, 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: Megan Janik, Sara Marsden. Library staff: Rachael Fox and Mo Burford.*

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/89745812618?wd=NFBFT0xUVjFSN0dDVGNiZTVsNDQ2dz09>, Meeting ID: 897 4581 2618

	<b>Agenda Items</b>	<b>Action</b>	<b>Responsible</b>
<b>I.</b>	<b>Call to Order</b> Board President Brian Hackett called the meeting to order at 7:00pm.		Brian Hackett
<b>II.</b>	<b>Approval of the agenda (additions/corrections/deletions)</b> Janik made a motion to approve the agenda. Marsden seconded the motion. The motion carried unanimously.	<b>Motion</b>	Brian Hackett
<b>III.</b>	<b>Approval of the consent agenda</b> Marsden made a motion to approve the consent agenda, which included the August 20, 2024 Library Board meeting minutes and the Engagement letter from Onstott, Broehl, Cyphers 2024-25. Janik seconded the motion. The motion carried unanimously.	<b>Motion</b>	Brian Hackett
<b>IV.</b>	<b>Actual or potential conflicts of interest</b> None stated		Brian Hackett
<b>V.</b>	<b>Public comment (3 minutes each)</b> None present		Brian Hackett
<b>VI.</b>	<b>Special Districts Insurance Service liability coverage</b> Our insurance broker, Jon Davies from Columbia River Insurance, attended to discuss the Special Districts Insurance Services (SDIS) coverage for library board members. Davies		Brian Hackett

	<p>reviewed the coverage for both the District and the library board members, explaining SDIS is a pool, not a company, existing specifically for Special Districts, which include most Special Districts in the state. He emphasized the importance of reporting any problems or incidents. The coverage includes workers' compensation, personal liability protection, ethics complaints, and personnel-related termination costs of \$25,000 in cybersecurity coverage. Davies clarified that library board members are covered when acting within the scope of their position and recommended taking the SDAO Library Board of Director's training. He noted that we have consistently completed the Best Practices checklist, earning a 10% discount. The board further discussed cybersecurity, focusing on data compromise and customer damages, with most incidents involving tricks to send money. Rachel Fox will review credit card transaction procedures to ensure compliance. Davies suggested obtaining a copy of the Certificate of Insurance from the SAGE system, which offers more information on cyber coverage. He concluded by reiterating that board members are covered both individually and collectively when acting in their official capacity.</p>		
<b>VII. Reports</b>			
<b>i. Friends update</b>	There was nothing to add to the written report.		Rachael Fox
<b>ii. Foundation update</b>	There was nothing to add to the written report.		Rachael Fox
<b>iii. July and August 2024 Financial Statements</b>	There was nothing to add to the written report.		Rachael Fox
<b>iv. Director's report</b>	There was nothing to add to the written report.		Rachael Fox
<b>VIII. Old Business</b>			
<b>IX. New Business</b>			
<b>i. Social Media Policy</b>	Marsden made a motion to approve the Social Media Policy to reflect the review of the document. Janik seconded. The motion carried unanimously.	<b>Motion</b>	Rachael Fox
<b>X. Announcements</b>			
<b>i. Comments from board members</b>	Brian Hackett initiated a discussion on expanding library services for teens within budget constraints. Fox explained that the new Teen Services Librarian's role would focus on expanding these services creatively. This could be expanding		All

	hours for teen programming outside of our regular hours. The librarian will consult with staff and community members for input on desired teen services. Additionally, they will collaborate with the school district and community partners serving teens.		
	<b>ii. Requests/Comments from Library Director</b> None stated		Rachael Fox
<b>XI.</b>	<b>Agenda items for next meeting</b> <ul style="list-style-type: none"> <li>• 2024 Best Practices Program <ul style="list-style-type: none"> <li>◦ Public Meetings Policy</li> <li>◦ Public Meetings Law training (16 minutes)</li> </ul> </li> <li>• Discussion increasing spending authority for Library Director</li> </ul>		Brian Hackett
<b>XII.</b>	<b>Adjournment regular meeting</b> The meeting was adjourned at 7:53pm.		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.