

Board of Directors
Regular Meeting Agenda
Supplementary information
Tuesday, June 16, 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

Additions/deletions from the agenda (ACTION) Sheppard

Board President Jean Sheppard called the meeting to order at 7:05pm. Marsden made a motion to approve the agenda as amended. Janik seconded. The motion carried unanimously.

I. Actual or potential conflicts of interest

Sheppard

None stated

II. Consent agenda (ACTION)

Sheppard

Marsden moved to approve the consent agenda. Janik seconded. The motion carried unanimously.

III. Open forum for the general public

Sheppard

None present

IV. Reports

i. Friends update

Fox

There was nothing to add to the written report.

ii. Foundation update

Fox

Marsden stated we should not pay for movie licensing. Fox said she renewed one license for \$200 but would look into pausing the other license. Fox also stated we would pause magazine renewal in November if we are not open to the public.

iii. May 2020 Financial Statements

Sheppard asked if the District had received less money during the month of May than in previous years. Fox said the District had received about \$2,000 less than last May.

i. Director's report

Fox

There was nothing to add to the written report.

II. Previous business

i. Discussion update Hood River County Library District Reopening Plan and moving to the next stage Fox

The Board agreed to keep the current hours when the District moves to Stage 4 of the Reopening Plan. The Board agreed we can add more hours later.

Sheppard stated she would like the bathrooms open when the library moves beyond the Grab-and-Go model. Fox stated other libraries have their bathrooms closed and she agreed we would need to have the bathrooms open when we allow patrons to stay longer in the building for longer periods of time.

Fox stated she would be advertising Wi-Fi in the Gardens and laptop use during Curbside hours. Fox will further explore how to serve home bound patrons.

III. New business

i. 2010-21 Budget approval (ACTION) Sheppard

I. Budget hearing

President Sheppard opened the budget hearing at 7:30pm. She closed it at 7:35pm, as no public were present. Bureker moved to approve Resolution 2019-20.07, adopting the budget, making appropriations, imposing taxes, and categorizing taxes. Marsden seconded. The motion carried unanimously.

ii. Approval of recurring payments for 2020-21 (ACTION) Sheppard

Marsden moved to approve Resolution 2019-20.08 - Authorizing Vendors for online and automatic payment of bills. Bureker seconded. The motion carried unanimously.

iii. Discussion of 2020-21 President and Vice-President positions Sheppard

The board discussed Jean Sheppard and Karen Bureker continuing in their roles of President and Vice President. Sheppard stated she would like to hear from Brian Hackett at the next meeting to see if he would like to serve in either role.

iv. Discussion of regular meeting time Sheppard

The board discussed continue to meet the third Tuesday of each month at 7:00pm.

v. Library Director contract renewal (ACTION) Sheppard

Bureker moved to approve the Library Director contract with the minimum wage increase approved at the May 19, 2020 Board meeting. Marsden seconded. The motion carried unanimously.

vi. Hood River County Library District COVID-19 Employee Policy (ACTION)

Fox

Bureker made a motion to approve the COVID-19 Employee Policy. Marsden seconded. The motion carried unanimously.

vii. Accounting services contract approval (ACTION) Fox

Bureker made a motion to approve the accounting services contract. Janik seconded. The motion carried unanimously.

viii. **Janitorial contract (ACTION)**

Sheppard

Marsden made a motion to approve the Janitorial contract. Janik seconded. The motion carried unanimously.

ix. **Bookmobile/Mobile Hotspot discussion**

The Board liked the idea of a boomobile/mobile hotspot. Sheppard said she would like information on the side of the vehicle. Fox stated staff will be designing a sign with information and the logo for the Library District and School District.

IV. **Agenda items for next meeting**

Sheppard

There was nothing to add.

V. **Adjournment**

Adjourned 8:03pm.

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.