

Library Board of Directors
Regular Meeting Minutes
 Tuesday, May 19, 2026, 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

	Agenda Items	Action	Responsible
I.	Call to Order Library Board President Sara Marsden called the meeting to order at 7:00pm.		Sara Marsden
II.	Roll call Fox conducted a roll call. Sara Marsden, Karen Bureker, Megan Janik, Jean Sheppard and Yesi Rojas were present. Library Director Rachael Fox was also present.		Rachael Fox
III.	Approval of the agenda (additions/corrections/deletions) Fox distributed a list of donation projects approved by the Library Foundation at its May 19, 2006 meeting. She will discuss the items during the Library Foundation report. Sheppard moved to approve the agenda as amended. Janik seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Sheppard and Rojas.	Motion	Sara Marsden
IV.	Approval of the consent agenda i. Minutes from the April 21, 2026 regular board meeting Janik moved to approve the consent agenda with the Library Board meeting minutes from April 21, 2026. Bureker seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Sheppard, and Rojas.	Motion	Sara Marsden
V.	Actual or potential conflicts of interest None stated		Sara Marsden
VI.	Citizen comment (3 minutes each)		Sara Marsden

	None present		
VII. Reports			
i. April 2026 Financial Statements There was nothing to add to the written report.			Rachael Fox
ii. Friends update There was nothing to add to the written report.			Rachael Fox
iii. Foundation update Fox distributed a handout to the Library Board detailing the list of projects and funding the Library Foundation approved at their meeting on Tuesday, May 19, 2026. <ul style="list-style-type: none"> • Magazines and Newspapers — \$4,000 For fifteen years, their support has sustained our magazine and newspaper subscriptions, which continue to see strong circulation and in-library use. Thanks to the library foundation, we maintain a vibrant collection. • Electronic Resources — \$20,000 Their generosity has been essential to sustaining our electronic resources, which have become indispensable to our patrons. These include Library2Go, a downloadable media service offering ebooks, audiobooks, and magazines; NoveList, our readers' advisory tool; and Kanopy, our streaming platform. Our Cultural Pass checkout system is included through our membership in Libraries of Eastern Oregon. • Movie Licensing — \$1,500 Each year, we pay Swank and the Motion Picture Licensing Corporation for the rights to screen films publicly. Patrons of all ages enjoy watching movies together, and family screenings have become a popular addition to our programming. • Free Book Project — \$3,000 The donation will fund a twelve-month supply of library materials for distribution at FISH Food Bank locations and One Community Health Mobile Unit. These materials give patrons of all ages access to a wide variety of resources, promoting literacy and a love of reading throughout our community. • Feast of Words Project 2026 — \$25,000 These funds will improve children's library spaces and expand access to free books countywide. We'll install forward-facing picture bookshelves — displays showing covers rather than spines — making it easier for young children to browse and choose books independently. 			Rachael Fox

	<ul style="list-style-type: none"> • Bookmobile and Outreach Programs — \$15,000 Your support will allow us to sustain and expand Bookmobile services, ensuring we can reach underserved areas of our community with the resources they need. This investment will help make our library more inclusive and responsive to the diverse needs of our patrons. • Library Programs — \$10,000 An annual donation from the Stevenson family has funded library programs for several years. We would like to continue offering these programs for adults and teens in our community, and these funds will allow us to do so. • Makerspace — \$7,000 The support sustains the Makerspace, a crafting and creation space open to the public during Hood River Library's regular hours. This space has become a treasured resource for families and children, fostering creativity and hands-on learning. • Restroom ADA Accessibility — \$15,000 New ADA door buttons on Hood River Library's public restrooms will make these spaces more accessible and welcoming for all community members, including patrons with mobility challenges. • Teen Space Refresh — \$2,000 Our Teen and Tween Services librarian will partner with our teen intern and teen council this summer to refresh the teen space — ensuring the updates reflect what teens actually want. <p>Total Donation: \$102,500</p> <p>Fox also mentioned that the Library Foundation may donate an additional \$10,000–\$20,000 this fall. Combined with the Carnegie donation, these funds could support a special project to reorganize the space into a community hub with display areas, gathering and meeting spaces with two-top tables, improved signage, and updated layout to increase circulation — ideas Fox gathered at the Library Association Conference.</p>		
	<p>iv. Director's report ADMINISTRATION</p> <p>Fox added to the written report hired a new Teen Intern, Bela Cook. Cook attends Hood River Valley High School and is currently completing her sophomore year. She has been an enthusiastic library patron since the age of five. She is also involved in the AVID program at the High School and has experience volunteering through the school district and in our gorge community.</p>		Rachael Fox

	This position is funded by the State Library of Oregon and is temporary, running June–August at 19 hours per week. Teen and Tween Services Librarian Elizabeth Backer will serve as Bela's mentor, and Cook will be assisting with teen services, children's services, and outreach.		
VIII. Old Business			Sara Marsden
IX. New Business			
	<p>i. Technology replacement quote</p> <p>Marsden inquired whether the organization would be transitioning to a new vendor from Radcomp. Fox clarified that the current vendor would remain the same, but would assume responsibility for the purchase, installation, and monitoring of the new system. Marsden questioned the necessity of all purchases. Fox explained that the security firewall, network switches, and Wi-Fi equipment are outdated and will no longer properly communicate with one another unless all equipment is replaced, making replacement necessary. Janik noted that the county is undergoing a similar initiative, stating that although the equipment is still functional, it is no longer network-secure after July 1, 2026.</p> <p>Sheppard moved to approve the technology quote \$8,163 for equipment and \$124/month for recurring costs. Janik seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Sheppard, and Rojas.</p>	Motion	Sara Marsden
	<p>ii. Driving Policy update</p> <p>Marsden inquired whether staff are required to sign an acknowledgment of the update driving policy. Fox responded that no signed acknowledgment is required for the driving policy, but that she informs all staff of policy changes as they are updated.</p> <p>Janik moved to approve the updated Driving Policy. Rojas seconded the motion. The motion carried unanimously with affirmative votes from Bureker, Janik, Marsden, Sheppard, and Rojas.</p>	Motion	Sara Marsden
XII. Announcements			
	<p>i. Comments from board members</p> <p>None stated.</p>		Board members
	<p>ii. Requests/Comments from Library Director</p> <p>None stated.</p>		Rachael Fox
XIII. Agenda items for next meeting			Sara Marsden

	<ul style="list-style-type: none"> • 2026-27 budget hearing and approval • 2026-27 salary schedule approval • Approval of recurring payments for 2026-27 • Discussion of 2026-27 President and Vice-President positions • Discussion of 2026-27 regular meeting time • Library Director Contract approval • Accountant bid review and approval • Policy review <p>Special meeting Tuesday, June 16, 2026 to discuss updating the Library Director Evaluation process.</p>		
XII.	Adjournment regular meeting The meeting was adjourned at 7:29pm.		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.