

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, August 13, 2013

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

Call meeting to order: The meeting was called to order by Chris Boyle at 1:00 p.m.

Roll call of members and introductions (if needed): Board members present: Chris Boyle, Dawn Dauble and John Obrien. Others present: Diedre, LCLD

Adoption of agenda: **Action**: The agenda was adopted as presented. Consent

Announcements from Board Members: John will not be at the September and November meetings. Chris will not be at the October meeting.

Review of past Minutes: June 2013: There was a question about what the problem was with ezproxy and what it does. OCLC was to set up the server and said it would be done in 4 weeks. At the end of 4 weeks they recontacted and it was apparent that they had forgotten it. The server is now set up. What the server does is verify patrons, using the databases from home, are part of our system and so are authorized to use various databases. These currently are ebrary and the OCLC databases. It is now working but more work on ebrary needs to be done on our end. **Action**: The minutes were approved as presented. Approval was moved by John and seconded by Dawn. Unanimous

Financial Reports: June (End of year) & July 2013: **June Revenue**: Tax Revenue for the month was \$43,554.71. This puts the revenue \$32,523 below what was anticipated but we are well ahead in all other area. The Previously Levied Taxes were \$7,728.78, \$43,034.44 for than anticipated. The Siletz Library received \$1,025 from the City of Siletz. **Total Revenue**: \$52,524.03.

June Expenditures: Personnel Services was well within the amount anticipated except for benefits, which were slightly over by \$1,748.84. This was mostly because health rates go up every June and it is difficult to anticipate what they will be. The yearly fee for our contract for Koha services with ByWater Solutions was paid in June for the next year, \$20,200. The libraries who are part of the network have already been billed for their share. We went slightly over the budget for the Computer Network by \$1,900. The election fees were \$1,896, lower than anticipated. We also were slightly over in Professional Materials by \$122.23. Most other areas were underspent. **Total Expenditures**: \$125,885.82. For the year we had budgeted spending \$1,435,310 only spent \$1,270,858.33.

The July Financial Report for the Library was not finished but the Siletz Report has been finished. We will go over most of the report in July. For Siletz the big purchases were 4 rolls of stamps for library notice and 20 inexpensive headphones for use at the computers. We have to get headphones with volume control in the cord. Their payment for the computer network was \$2,424.00. This does not include paying for ebrary and Library2Go. They also paid for some of the Summer Reading Program performers.

District Librarian's Report and Correspondence:

- A. Special Districts Association of Oregon (SDAO); At the June 20 meeting Diedre was voted in as president of the association for the next year.

- B. American Library Association (ALA) Conference: Jane and Diedre attended the conference in Chicago from June 27 – July 2. Earlier a link to COGNOTES, the conference newspaper, was sent to the discussion list. This gives lots of information about the conference, much more than we were able to attend. The Midwinter 2014 conference will be in Philadelphia (January 24 – 28, 2014) and the summer conference will be held in Las Vegas (June 27-July 1, 2014). Diedre is not happy with the choice of Las Vegas because it doesn't really look good to be spending government money in a place known for casinos but that is where the conference is being held.
- C. Toledo Public Library: Diedre was able to meet once with the new library director and hopes to be able to meet more with her later, Deborah Trusty. She does not have a master's degree in library science (MLS). We do know that there were some applicants who do. The population of Toledo is just barely small enough that the MLS is not required in our contract with Toledo. At this point she has received copies of both the contract for library services and reimbursement with the Library District and the contract for the computer network. Jane has gone out a few times and is giving some help with understanding the library network. Our job is to give the support we can to the library. The computers at the Toledo Library are very slow and the Waldport Library is experiencing some slowness. None of the other libraries are having these problems. We have had this checked with ByWater and the problem is not there. The person helping from ByWater gave a link to us to check out the speed on the lines. Because the problem is on the CoastCom lines for the computers there is really nothing we can do. It has to be corrected by CoastCom. Unfortunately, the problem began at the same time we started with the new network and were no longer connected to the servers in Tillamook. I am not sure why the problem started at this time because in both instances the libraries have worked with CoastCom. It is very frustrating for the staff. John suggested that maybe the way to show the Toledo staff that it is a local problem would be to have some staff from Toledo go out to Siletz or come into the LCLD office to see the difference in the speed and see that it is not the Koha system.
- D. General Network Meeting: We met on August 6 to discuss the system. The biggest complaint is probably that it is not possible to place holds on multiple dvd's with the same title, like several dvd's in a tv series. There were other issues which Diedre and Jane are working with ByWater to fix or to help us understand.
- E. State Library Training for the Ready-to-Read Grants: This was basically training on outcome based objectives. Our problem is that we don't have much that is measurable other than program attendance. This is something we have tried to get from each of the libraries every year but usually are not totally successful. The suggestion from the State Library is to tell the libraries that they will not get funding from us if we don't get this information. We really don't want to do that because then we would not have a county-wide cooperative program.
- F. Siletz Public Library: The button for the handicapped doors at the library needs to be fixed. The doors were originally put in by the Glass House, which is no longer in business. We have contacted Lincoln Glass to fix the problem. They try to do work for us on days when they have other jobs in the Siletz area, which saves us on transportation costs and is appreciated. They will get the job done soon, we just do not know when.

Public Comment: No public attended the meeting.

Decision Items:

- A. Annexation of Roads End – plan for a change in the Board member, currently Dawn and the library funding. We should start to think about who could serve on the Board from the Zone 1 area. We don't know what will come from the August court hearing but we should be planning for this change. Wayne Belmont thought we should wait until after the hearing to replace the Board member. The County Assessor is already assuming that Roads End has been annexed. Because of this the County Clerk says that we need to have a new Board member. Perhaps the Driftwood Library director can give us some suggestions. The people in the Friends of the Library group seem too busy with that to be interested in serving on the LCLD Board.

Diedre has been trying to set up a meeting with all of the library directors and some others in Lincoln County. One item on the agenda will be the reimbursement funding to the libraries for this year. The Driftwood Library has been working on recoding the patron records, changing them from LCLD to Lincoln City patrons. The reimbursement will probably need to be refigured based on only a few months of circulation instead of a whole year.

Discussion Items:

- A. Final Budget forms: LB-20, LB-30, LB-31 (as approved by Board 6/11/13) and LB-50 (submitted to County Clerk and County Assessor): The Board may not have seen the LB-50 form before. This is the form we use to actually assess the property taxes.
- B. Celebration of Life for Charlie Piquet: Charlie was the first library director at OCCC. He passed away on Friday, August 9. There will be a gathering to remember him on Monday, June 19 in Corvallis.
- C. Report from the County Treasurer: Diedre shared with the Board a copy of the report we get each month with our property taxes. John asked what kind of report we get at the last Board meeting. It is an interesting report and shows how much we are receiving for the current year and all previous years, including interested and the Waldport Urban Renewal District.
- D. Information about other libraries:
Siletz: The Friends of the Library held their usual book sale and baked goods sale during the Pow-Wow.
- E. Items for press release: Board members are discussing starting to write pieces for the newspapers. We might start concentrating on this in January. This will be put on agenda each month.

Professional Development: Dawn and John attended the SDAO Board Training: It was good information but a long day. John had attended a previous training but learned some new things this time because he understood some things more have served on the Board for a while. The times for elections was brought up. May and November elections don't require a double majority so that is why we will hold our election for one, or both, of these dates. We would have a very difficult time getting a double majority. They spent a lot of the training time on contracting and not as much time on ethics.

Set the next agenda: Should include changes with the annexation of Roads End and newspaper articles from the Board.

Next Board Meeting: Tuesday, September 10, 2013 John back on Sept. 13 if there is not quorum and the meeting needs to be moved.

Adjournment: The meeting was adjourned at 2 p.m.

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, September 10, 2013

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

The meeting was canceled because there was no quorum.

- 1:00 – 1:15 p.m. Call meeting to order
Roll call of members and introductions (if needed):
Adoption of agenda
Announcements from Board Members
Review of past Minutes: August 2013
Financial Reports: July & August 2013
- 1:15 – 1:20 p.m. District Librarian's Report and Correspondence
A. Report
- 1:20 – 1:25 p.m. Public Comment
- 1:25 – 1:35 p.m. Decision Items
A. Annexation of Roads End – plan for a change in the Board member and the reimbursement funding.
B. Purchase of a new van
C. Change in the reimbursement contracts
D. Other
- 1:35 – 1:50 p.m. Discussion Items
A. Report on activities at libraries in the county
B. Items for press release and ideas for articles by Board members
C. Other
- 1:50 – 1:50 p.m. Professional Development:
- 1:50 – 1:55 p.m. Set the next agenda
Announce next **Board Meeting:** Tuesday, October 8, 2013

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, October 8, 2013

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

Call meeting to order: The meeting was called to order by Chris Boyle at 1:00 p.m.

Roll call of members and introductions (if needed): Board members present: Chris Boyle, John O'Brien, Virginia Tardaewether Others present: Kirsten Brodbeck-Kenney (Driftwood) and Diedre Conkling (LCLD)

Adoption of agenda: **Action**: The agenda was approved as presented. Consent

Announcements from Board Members: John will not be at the November meeting.

Review of past Minutes: August 2013 - The spelling of John's name needs to be corrected.

Action: The minutes were approved with the correction. Approval was moved by Virginia and seconded by John. Unanimous approval

Financial Reports: July - September 2013:

The reports for all three months were presented but only the September report was gone over in detail.

Revenue: \$9,639.98 in Previously Levied Taxes received in September. \$21,730 was received for the Chinook Library Network from the closing of CRSN to pay for this year's ebrary and Library2Go subscriptions for the libraries. \$30,000 was received to purchase a new van. \$18581.02 was received to pay for Tillamook Bay Community College's Orbis Courier contract for 5 years. **Total Revenue**: 79,951.86.

Expenditures: Personnel Services were the regular monthly expenditures totaling \$25,754.34. Airline tickets were purchased for Diedre to attend KohaCon13 for \$216.60 and the American Library Association (ALA) Midwinter Meeting for \$241.60. Registration was paid for Jane and Diedre to attend both the ALA Midwinter Meeting and the ALA Summer Conference, \$705. Diedre attended an SDAO training with registration of \$50. \$124.15 was paid to Country Media (News Guard) for the ad for the open Library Clerk position in Siletz. Most of the expenses for Siletz were usual expenses for Personnel, the purchase of items for the collection, \$1,614.02 and labels for dvds/cds, \$169.90. Most other expenditures for the month were normal monthly expenses. **Total Expenditures**: \$37,384.71.

Action: The Financial Report was approved as presented. Moved by John, Seconded by Chris. Unanimous

District Librarian's Report and Correspondence: Some of the information in the following written reports was highlighted.

- A. Report for September 2013
- B. Report for October 2013

Decision Items:

- A. Change of Board zones: The Board has the authority to make changes according to ORS 357.251. We need census information to equalize the Zone representation. This may help with the appointment of a Zone 1 representative. Census information

was not available because of the shut down of government websites. Chris suggested seeing if Dana Jenkins, County Clerk could help with this.

- B. Appointment of a Zone 1 Board member – we don't have anyone yet. It is probably best to work more on this after the rezoning is done.
- C. Purchase of a new van – A new van was ordered in mid-September. We got a very good government rate. The van will be a Ford E-250 from Power Ford.
- D. Change in the reimbursement contracts – The goal is to change the date when an estimate of the next fiscal year's funding will be made from October 31 to December 1. We will try to do this as an amendment to the contracts so that the whole contract does not need to be opened up. The reason for doing this is that we do not have the information needed from the County Assessor or reports made to the State Library until after October 31 so it is not possible to make a good estimate until later. Wayne Belmont will provide some wording. John suggested looking at the date the reports are due from the libraries and suggested changing the wording to "Each City shall submit an annual report to the District on November 15th but no later than November 30th." He also suggested deleting the sentence in paragraph 3C, line 4 beginning with "The report shall..." Diedre asked to get back to the idea of making these changes later after she has some time to review and makes sure that there are not errors in the copy of the contracts that the Board received. She suggested that if these changes are made they may not be considered housekeeping changes but may mean opening up the whole contract for reapproval by the Cities.
- E. Siletz Community Table Policy/Guidelines and Application : John suggested that the following be added to the proposed policy: "The individuals or groups who use the community table are responsible for the security and safety of items on the community table. Neither the Lincoln County Library District or the Siletz Library and staff will be responsible for items on the table." **Action:** The policy was approved with the addition of the suggested changes. Moved by John and seconded by Virginia. The motion was approved.
- F. November meeting – meetings in general – is there a better date and time?: **Action:** It was decided to cancel the November meeting unless something comes up that must be decided and then a short Board meeting will be set. Consent. It will be possible to get a quorum near the end of the month. No changes were made in date and time.

Discussion Items:

- A. Report on activities at libraries in the county –
 - 1. Driftwood is having the Dark and Stormy Night series starting this Thursday, October 10, at 4:30 for 4 weeks, Oct. 31 will be Ann Rule. The event will be free but people need to get tickets to see Ann Rule. The program will be held at the Cultural Center. They are also doing a Books in brown wrappers for teens. They did this very successfully as an adult program earlier. Solstice Celebration: this year they are asking community members who haven't been a part to contact them by November 1 to be a part of the celebration.
- B. Items for press release and ideas for articles by Board members – add district tax to every agenda

Next Board Meeting: The next Board Meeting will be on Tuesday, December 10, 2013 at 1:00 p.m.

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, December 10, 2013

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

- 1:00 – 1:15 p.m. Call meeting to order: 1 p.m. by Chris
Roll call of members and introductions (if needed): Diedre, Virginia, Chris, John, Vic
- Adoption of agenda
Announcements from Board Members: John, Chris, and Virginia can't make it to the January meeting. Cancel January meeting
Review of past Minutes: October 2013 m-j, s-vic unanimous
Financial Reports: October & November 2013 m- vic, s - v
- 1:15 – 1:20 p.m. District Librarian's Report and Correspondence
A. Report for November and December 2013
- 1:20 – 1:25 p.m. Public Comment
- 1:25 – 1:35 p.m. Decision Items
A. Change of Board zones – (waiting on information from County Clerk)
B. Appointment of a Zone 1 Board member
C. Declare old van surplus – m- Virginia, s – Vic Unanimous
D. Change in the revenue and reimbursement : half payment in December, send out letter explaining reduction in reimbursement
E. Change in the contracts – not ready yet. May or may not also need an amendment to temporarily change time period for collection of circulation information.
F. Other
- 1:35 – 1:50 p.m. Discussion Items
A. Book drop in Depoe Bay: Finding a place with drive in access is difficult. John continuing the search
B. Report on activities at libraries in the county
Toledo – happy that they have three Internet terminals
C. Items for press release and ideas for articles by Board members
D. Other
- 1:50 – 1:50 p.m. Professional Development:
- 1:50 – 1:55 p.m. Set the next agenda
Announce next **Board Meeting:** Tuesday, January 14, 2013

Adjourned at 2:10 p.m.

Feb – PAC Meeting?

Lincoln County Library District

BOARD MEETING BOARD

Tuesday, March 18, 2014

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

Call meeting to order: The meeting was called to order at 1 p.m. by Chris Boyle.

Roll call of members and introductions (if needed): Chris Boyle, John O'Brien, Virginia Tardaewether
Others present: Diedre Conkling (LCLD)

Adoption of agenda: Action: Approved as presented. Consent.

Announcements from Board Members: Chris not be able to attend the April meeting.

Review of past Minutes: December 2013: The minutes were not available for the meeting.

Financial Reports: December 2013, January & February 2014: Went in detail through the February 2014 report with information about important revenue and expenditures from the other months.

Revenue: Tax Revenue to date is \$1,004,089. We are going to be close to receiving predicted revenue after making the adjustment for the annexation of Roads End. The Previously Levied Taxes is over what was budgeted by \$16,835.03. In December we received more than anticipated for Ready-to-Read, \$3,783. We also received a donation of \$1,500. We had third quarter payments come in February from all of the libraries that are a part of the Chinook Library Network. We also received 2nd quarter State Forestry of \$1,651.63. We are getting less State Forestry funds this year than for the last few years.
Total Revenue in February: \$17,898.

Expenditures: Through all three months you will see that OLA Membership was paid for staff and Board members. We began making reimbursement payments to the libraries in December. In January we purchased the new van for \$22,093. We paid the business insurance, \$4,988, which is less than anticipated. **Total Expenditures for February**: \$114,187.82.

District Librarian's Report and Correspondence

A. Report for December through March

Public Comment: No public comment

Decision Items
Change of Board zones – We received a recommendation of new zones with populations that are close to each other in each zone. The change would include Gleneden Beach to Zone 1. It makes Zone 4 a huge area to get a population close to the other zones. **Action**: Approve the suggested zone change. Moved by John and seconded by Virginia. Unanimous approval.

B. Appointment of a Zone 1 Board member – not at this meeting but will do a press release about then change in the zone boundaries.

C. Change in the revenue and reimbursement – We have to reduce the revenue and reimbursement amounts because of the annexation of Roads End. Diedre has

already been paying reimbursement amounts to the local libraries based on this change since the Board was unable to meet earlier. **Action:** It was moved by John and seconded by Virginia to approve the change in revenue and reimbursement amounts for 2013/2014. Unanimous approval.

- D. Set Budget Calendar: **Action:** It was moved by John and seconded by Virginia to accept the budget calendar as presented. Consent
- E. Budget Committee Two positions are open for a 3 year appointment. **Action:** Reappoint Rebecca and Barbara to the two open positions. Consent
- F. Change in the contracts – not ready yet. May or may not also need an amendment to temporarily change time period for collection of circulation information.

Discussion Items

- A. Book drop in Depoe Bay: John could not find a good place to put a book drop for drive by drop off but did find that it would be possible to have a book drop at the Thriftway market in Lincoln Beach. The old phone booth, which happens to already have protection poles in place, can be torn down and the book drop put in its place. Virginia will see if the Community Services Consortium can put in the book drop. The specifications for putting in the book drop are needed before the book drop is delivered. **Action:** It was moved by Virginia and seconded by John to purchase the EZ1623 book drop and put the book drop in Lincoln Beach. Total expenses should not be over \$5,000. Unanimous
- B. Report on activities at libraries in the county: No reports
- C. Items for press release and ideas for articles by Board members: There will be a press release about the change in zones and the inclusion of Gleneden Beach in Zone 1 as well as the need for a Board member for the Zone 1 area. Once the book drop is in there needs to be an article with a picture.

Set the next agenda: No suggestions

Next Board Meeting: Tuesday, April 8, 2014 at 1:00 p.m.

Adjournment: The meeting was adjourned at 2:15 p.m.

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, April 8, 2014

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

- 1:00 – 1:15 p.m. Call meeting to order
Roll call of members and introductions (if needed): Diedre, John, Virginia,
Adoption of agenda
Announcements from Board Members
Review of past Minutes: December 2013 & March 2014
Financial Reports: March 2014
- 1:15 – 1:20 p.m. District Librarian's Report and Correspondence
A. Report for March - April
- 1:20 – 1:25 p.m. Public Comment
- 1:25 – 1:35 p.m. Decision Items
A. Appointment of a Zone 1 Board member (Don't have a name yet)
B. Resolution for changing zones
C. Increase in staff wages: CPI 1.3% to 1.6%
D. Other
- 1:35 – 1:50 p.m. Discussion Items
A. Book drop in Depoe Bay
B. Report on activities at libraries in the county
C. Items for press release and ideas for articles by Board members
D. Other
- 1:50 – 1:50 p.m. Professional Development:
- 1:50 – 1:55 p.m. Set the next agenda
Budget Committee Meeting: Tuesday, May 13, 2014
Announce next **Board Meeting:** Tuesday, May 13, 2014 – immediately following Budget Committee Meeting

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, May 13, 2014

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

The first part of the meeting will begin at 1:00 p.m. for the appointment of a budget committee member. Immediately following this appointment the Budget Committee meeting will begin. The rest of the Board meeting will be held following the Budget Committee meeting.

Call Meeting to Order: The first part of the Board meeting was called to order by Chris Boyle at 1:00 p.m.

Action: Appoint Ron Cornelius to the Budget Committee. Appointment was moved by John and seconded by Vic. Unanimous approval

Call Meeting to Order: The second part of the Board meeting was called to order at 2:00 p.m. by Chris Boyle

Roll call of members and introductions (if needed): Board Members: Chris Boyle, Vic Bucy, John O'Brien Others: Kirsten Brodbeck-Kenney (Driftwood), Ted Smith (Newport), Diedre Conkling (LCLD)

Adoption of agenda: **Action:** Approved as presented. Consent

Announcements from Board Members: Chris may not be at the June meeting.

Review of past Minutes: March 2014 – Diedre forgot to print out the minutes but people had read them earlier. **Action:** Approved as presented. Consent

Financial Reports: March & April 2014

The Board only reviewed the April 2014 financial report with some actions from March pointed out.

Revenue: The Tax Revenue for March was \$5,320.16. We will probably fall a little short on Tax Revenue for the year but this has been made up on other revenue lines. Previously Levied Taxes are well over the amount budgeted. We received \$3,891.54 in April so we are now \$23,022.56 above the amount budgeted. **Total Revenue:** \$8,214.77.

Expenditures: Personnel Expenditures were the usual expenditures for the month. Under Registration/Training/Travel is \$121 for Diedre's motel for the Oregon Library Association (OLA) Conference. \$302.98 was paid to Spirit Airlines for Diedre's plane ticket to the ALA Conference in June. Siletz Expenditures: These are in line with what we expect for the year. \$365.62 was spent on collection development so we are getting close to having no more to spend in this line but may go a little over if needed before the end of the year and draw funds from another line. \$105 was paid for Angelique's Oregon Library Association (OLA) conference registration. We are going to go a little over in the Library Building Expenditures because we had to pay to switch Internet providers. **Total Expenditures:** \$79,277.18

Action: Financial Report approved as presented. Moved by John, Seconded by Vic. Consent.

District Librarian's Report and Correspondence: We did not spend a lot of time discussing the District Librarian's reports. All of the information is in the reports.

- A. Report for March – April
- B. Report for April - May

Public Comment: No public comment

Decision Items

- A. Appointment of a Zone 1 Board member (Don't have a name yet): No action
- B. Changes from the Special Districts Association (SDAO) and Special Districts Insurance Services (SDIS): The documents provided by SDAO are listed below.
Action: Approved signing the Joinder to Trust Agreement. Consent
 - a. Memo: Announcing Membership Changes
 - b. Memo: New SDIS Trust Agreement Requires Board Action
 - c. SDIS First Restatement of Declaration of Trust
 - d. Form of Joinder to Trust Agreement (190 Intergovernmental agreement that needs to be signed)
 - e. Memo: New Self-Insured Employee Benefits Program
 - f. Memo: SDAO Membership Dues Notice (approx. \$255)
- C. Health Insurance – No action was taken since renewals were needed by the first of June but decided to relook at the options in November 2014 to see if we want to make changes that would begin in December.
- D. Another Annexation in Lincoln City: We received a notice from Lincoln City about another piece of property being annexed. We would lose less than \$2,000. This is more than most of the small annexations we get from cities all of the time that amount to \$100 or \$200. Diedre suggested that we write a letter to Lincoln City saying that all annexations do affect our revenue. The letter will also be sent out to the local library directors. **Action:** Writing a letter to Lincoln City was moved by Vic and Seconded by John. Unanimous approval.

Discussion Items

- A. Book drop in Depoe Bay – John reported that it is scheduled to have the cement poured next Monday and Tuesday and after that the book drop will be installed. It was decided to have a picture with the Board and others for publicity. The courier will pick up items on the way to Driftwood four days a week. We are planning on dividing the books to return to the libraries by barcode for now. We will experiment with how it all works and adjust as needed as we learn more about how it will work

- B. Report on activities at libraries in the county

Driftwood – Is in the midst of their Coastal Encounters programs – on Monday they did a program on home brewing. The annual crabbing program will be next week.

Newport – Newport reads – Well attended program on hike of the Pacific trail and the week after that had a program with Phil Margolian. Headstart program, Literacy Night, done in conjunction with the Rotary Club, involves a visit to the library with a tour, refreshments and signing kids and other family members up for library card. The summer reading programs will be starting soon

Waldport – The local elementary school is proposing having a Wednesday afternoon off and asking the library staff if they can help. The library staff are thinking they will do something at the school.

- C. Items for press release and ideas for articles by Board members: Information about the new book drop

Next Board Meeting: Tuesday, June 11, 2014

Budget Hearing will be at 1:00 p.m. immediately followed by the Board meeting

Adjournment: The meeting was adjourned at 2:30 p.m.

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, June 10, 2014

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

Budget Hearing: The meeting began with the Budget Hearing for the 2014/2015 Budget at 1:00 p.m. No members of the public were present so the Budget Hearing was immediately closed.

Call meeting to order: The Board meeting was called to order at 1:02 p.m. by Chris.

Roll call of members and introductions (if needed): Board Members Present: John O'Brien, Chris Boyle, and Vic Bucy Others Present: Diedre Conkling (LCLD)

Adoption of agenda: **Action**: The agenda was adopted as presented Consent

Announcements from Board Members: John pointed out an interesting article that was in the Oregonian about school libraries. It was a piece sent out from the new OLA (Oregon Library Association) President.

Review of past Minutes: May 2014: **Action**: The minutes were approved as presented. Approval was moved by John and seconded by Vic. Unanimous approval

Financial Reports: May 2014: Approve m-j, s – v approve

District Librarian's Report and Correspondence

- A. Report for May – June 2014

Public Comment: No members of the public were present

Decision Items

- A. Appointment of a Zone 1 Board member (George Polisner): Chris and Diedre met with George and talked with him about the role of the Board and gave him some information about the Library District. **Action**: It was moved by Vic and seconded by John that George Polisner be appointed to the Board for Zone 1. Unanimous approval
- B. Approval of the 2014/2015 Budget (LB-20, LB-30, LB-31) – Resolution 6-14 All of the budget information had been reviewed earlier by the Board. Once the budget resolution is approved Diedre will send the documents to the County Assessor and the County Clerk. **Action**: Approval of Resolution 6-14M – J, S – V Unanimous
 - C. Approve Board Calendar for 2014/2015: m – j, s - v
 - D. Other

2:00 – 2:20 p.m. Discussion Items

- A. Book drop in Depoe Bay – publicity has gone out Thanks to John for his work on the project.

- B. Local Option Tax Ballot Measure for 5 years starting July 2015 and Meeting – 2009 Ballot Measure – Diedre will see when a time is available at the Newport Library in June
- C. Report on activities at libraries in the county -
- D. Items for press release and ideas for articles by Board members: School library press release
- E. Other

2:20 – 2:25 p.m. Professional Development:

2:25 – 2:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, August 12, 2014

Adjourn – 1:45 p.m.