

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, April 10, 2018

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

12:00 – 12:15 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: [February 2018](#)

[Financial Reports](#): February and March 2018

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for February - April 2018

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. [2018 Budget Committee](#)

B. Possible [Budget Calendar](#)

C. ByWater Solutions [Contract](#) for 2018 - 2020

D. Possible District Librarian [Position Description](#)

E. Possible District Librarian [Employment Agreement](#)

F. Book Drops in Seal Rock and Otis

G. Other

12:55 – 1:20 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

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Budget Committee Meeting, Tuesday, May 8, 2018 at 12 p.m.?

Announce next **Board Meeting**: Tuesday, May 8, 2018 immediately following Budget Committee meeting (approximately 1:30 p.m.)?

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, August 8, 2017

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

12:00 – 12:15 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: June 2017

[Financial Reports](#): June & July 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for [June - August 2017](#)

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Election of officers – President and Treasurer

B. Other

12:55 – 1:20 p.m. Discussion Items

A. Final 2017/2018 Budget Information: [LB-20](#), [LB-30](#), [LB-31](#), [LB-50](#)

B. Report on activities at libraries in the county

C. Items for press release and ideas for articles by Board members

D. Other

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, September 12, 2017

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, December 12, 2017

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

12:00 – 12:15 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: November 2017

[Financial Reports](#): November 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for [November-December 2017](#)

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Book Drops in Seal Rock and Otis

B. Other

12:55 – 1:20 p.m. Discussion Items

A. Library Reports: Newport: [report](#) and [statistics](#), Toledo: [report](#) and [statistics](#), Waldport: [report](#) and [statistics](#)

B. Ready to Read Grant [report](#)

C. SDAO Conference Registration: [web site](#), [registration form](#)

D. Report on activities at libraries in the county

E. Items for press release and ideas for articles by Board members

F. Other

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, January 9, 2017 at 12 p.m.

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, February 13, 2018

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

12:00 – 12:15 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: [January 2018](#)

[Financial Reports](#): February 2018

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for [January – February 2018](#)

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Possible library reimbursement for [2018/2019](#)

B. Possible District Librarian [Employment Agreement](#) and [evaluation](#) suggestion

C. Book Drops in Seal Rock and Otis

D. Other

12:55 – 1:20 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

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, March 13, 2018 at 12 p.m.

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, January 9, 2018

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

12:00 – 12:15 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: [November 2017](#) and [December 2017](#)

[Financial Reports](#): December 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for December 2017 – January 2018

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Possible District Librarian [Employment Agreement](#) and [evaluation](#) suggestion

B. Book Drops in Seal Rock and Otis

C. Other

12:55 – 1:20 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

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, February 13, 2018 at 12 p.m.

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, June 12, 2018

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

12:00 – 12:15 p.m. The meeting will begin with the Budget Hearing for the 2018/2019 Budget

12:15 – 12:30 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: [May 2018](#)

[Financial Reports](#): May 2018

12:30 – 12:35 p.m. District Librarian's Report and Correspondence
Report for May - June 2018

12:35 – 12:40 p.m. Public Comment

12:40 – 1:00 p.m. Decision Items

A. Approval of the 2018/2019 Budget - [LB-20](#), [LB-30](#), [LB-31](#), [Resolution 6-18](#)

B. Possible Board Calendar for [2018/2019](#) – to be approved

C. Application Questions

D. Interview Committee: 1. Have a search committee, 2. Makeup of the committee: One suggestion for the search committee: Perhaps have a screening/search committee of a couple of board members and a couple of librarians and a staff person. They could screen and even do initial phone/Skype interviews. Then they propose finalists to the board and help plan the site visit and final interviews.

E. Other

1:00 – 1:20 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

1:20 – 1:25 p.m. Professional Development:

2:25 – 2:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, August 14, 2018

Adjournment:

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, May 15, 2018

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

There will be a short Board meeting before the Budget Committee meeting to appoint Budget Committee members. The rest of the Board meeting will immediately follow the Budget Committee meeting.

Call meeting to order

Roll call of members and introductions (if needed):

Adoption of agenda

Announcements from Board Members

Review of past Minutes: [April 2018](#)

[Financial Reports](#): April 2018

District Librarian's Report and Correspondence

Report for April - May 2018

Public Comment

Decision Items

- A. Next steps in getting a new District Librarian: 1. Questions for the application and for the interviews 2. [Information](#) about some of the places ads will be posted.
- B. Other

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

Professional Development:

Set the next agenda

Announce next **Board Meeting**: Tuesday, June 12 The meeting will begin with the Budget Hearing.

Adjournment:

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, November 14, 2017

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

12:00 – 12:15 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: [October 2017](#)

[Financial Reports](#): October 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for October - November 2017

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Review final version of new Sexual Harassment

B. Dolly Parton Imagination Library – should LCLD donate some (possible [donation amounts](#) for each library before donation from LCLD)

C. Book Drops in Seal Rock and Otis

D. Other

12:55 – 1:20 p.m. Discussion Items

A. Library Reports: Driftwood [report](#) and [statistics](#)

B. Report on activities at libraries in the county

C. Items for press release and ideas for articles by Board members

D. Other

1:20 – 1:25 p.m. Professional Development:

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, December 12, 2017

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, October 10, 2017

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

12:00 – 12:15 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: [September 2017](#)

[Financial Reports](#): September 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for [September - October 2017](#)

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Sexual Harassment Policy – [sample](#) of current policy and new from SDAO

B. Book Drops in Seal Rock and Otis

C. Other

12:55 – 1:20 p.m. Discussion Items

A. [State Library Statistical Report](#)

B. Report on activities at libraries in the county

C. Items for press release and ideas for articles by Board members

D. Other

1:20 – 1:25 p.m. Professional Development: Safe Personnel Training: <https://lclibrary-or.safepersonnel.com/login>

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, November 14, 2017

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, September 12, 2017

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

12:00 – 12:15 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 2017

[Financial Reports](#): August 2017

12:15 – 12:25 p.m. District Librarian's Report and Correspondence

A. Report for [August - September 2017](#)

12:25 – 12:30 p.m. Public Comment

12:30 – 12:55 p.m. Decision Items

A. Health Insurance Policy 8.3.I page 11 in the [Personnel Policy](#): Should the coverage remain at being for employees working 20 hours or more or should this policy be changed to 30 hours or more?

B. Other

12:55 – 1:20 p.m. Discussion Items

A. [Ready to Read 2018 Application](#)

B. Report on activities at libraries in the county

C. Items for press release and ideas for articles by Board members

D. Other

1:20 – 1:25 p.m. Professional Development: Library District Statutes

This list is a good list of all related statutes:

<http://www.oregon.gov/osl/LD/Pages/resources/laws/ors.aspx>

1:25 – 1:30 p.m. Set the next agenda

Announce next **Board Meeting**: Tuesday, October 10, 2017