

Minutes
Lincoln County Library District
Board Meeting
January 14, 2020
12:00 p.m.
LCLD Administrative Office
141 NW 11th
Newport, OR

ATTENDANCE—BOARD

Brian Fodness- President
Emily Portwood (Phone)
Virginia Tardaewether (Phone)
Marta West
Chris Boyle

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:00 P.M.

CALL THE ROLL AND ESTABLISH QUORUM

All members present, quorum was established.

PUBLIC COMMENT

No members of the public were present.

APPROVAL OF JANUARY 14, 2020 MEETING MINUTES

Chris moved and Marta seconded approval of the minutes of December 14, 2019. Passed unanimously.

DIRECTOR'S REPORT

Director reviewed her written report. Highlights included Siletz Public Library staff creation of a canvas bag to sell to raise money for programming. Brian asked about the usual role of the Friends group in fundraising. MaryKay noted that we had discussed this at the Siletz staff meeting and decided the Friends had enough on their plate. Our 2018-2019 audit was submitted to the Secretary of State on December 31, 2019. There were no material deficiencies in our audit. We are now up to date with our audits. MaryKay talked about spending more time and engaging more with our partner libraries. We are moving forward with credit cards and will have three, one for MaryKay, one for Jane Cothron for travel, one for Carol Rasmussen Schramm at Siletz. We will start with a limit of \$5,000 each. There is an at-large position on the SDAO Board that will be filled at the Annual Conference, MaryKay will be putting her name forward for the position and will work with the other library districts to agree on who should run for the at-large position. MaryKay will be attending the Department of Revenue Local

Government Budget Training on January 28, 2020 in Lincoln City. MaryKay will bring a budget calendar for the 2020-2021 budget year to the next Board meeting. MaryKay also mentioned a statistical tool called PolicyMap that she believes would be valuable for our partners and for our need's assessment coming up.

FINANCIAL REPORT

Reviewed written financial report. Most of our tax receipts for 2019-2020 have come in, we will continue to receive small amounts until next November. We have started sending the 2019-2020 library reimbursements to Newport, Driftwood, Waldport, and Toledo and that will continue through June. Virginia moved and Marta seconded approval of the financial report.

OLD BUSINESS

Board Training

The Board has access to Trustee Training from United for Libraries (American Library Association) and this will probably be most valuable when we have new Board members elected. MaryKay has distributed the information packet from two of the trainings: What It Means to Be a Trustee and Board Meetings.

NEW BUSINESS

Consideration of 457 Retirement Plan Move to ICMA-RC from Nationwide

There was a discussion of the logistics of rolling the 457 over from Nationwide to ICMA-RC for MaryKay and Jane. Chris moved and Virginia seconded a motion authorizing MaryKay to move forward with the process and bring a resolution in February. Passed unanimously.

GOOD OF THE ORDER

NEXT DISTRICT BOARD MEETING

Tuesday February 11, 2020 at the District Office, 141 NW 11th, Newport at noon.

ADJOURNMENT

Meeting adjourned at 12:40 p.m.