

Minutes  
Lincoln County Library District  
Board Meeting  
August 25, 2020  
12:00 p.m.  
Online

ATTENDANCE—BOARD

Brian Fodness- President  
Marta West  
Chris Boyle  
Virginia Tardaewether  
Emily Portwood ABSENT

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

ATTENDANCE – GUEST

Darci Hanning, State Library of Oregon

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:05 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

APPROVAL OF THE AGENDA

Approved

PUBLIC COMMENT

There were no public present.

APPROVAL OF MEETING MINUTES

Marta moved and Virginia seconded approval of the Regular Board minutes of July 15, 2020.  
Passed unanimously.

BOARD MEMBER REPORTS

There were no Board member reports.

DIRECTOR'S REPORT

MaryKay included the Director's report in the Board packet. Siletz provides curbside service on Tuesday, Thursday, and Friday and it has been popular. Other libraries in the county are offering curbside service as well. We will not be re-opening the Siletz Library until at least after the Governor moves Lincoln County to Phase 2. We did purchase cleaning supplies, protective

equipment and have locks installed on the restrooms using federal funds through the State Library of Oregon. The Orbis courier will be starting up again on September 14, 2020, dropping interlibrary loan materials at Guin Library for District libraries. It will run once a week.

Siletz Valley Friends of the Library paid for a deep cleaning using grant funds from the Siletz Tribal Charitable Fund and their own funds. The City of Siletz paid for and installed two “No Overnight Parking” in the Siletz parking lot.

Oregon Coast STEM Hub has created kits of STEM materials for libraries to give to children and families when they pick up materials at the libraries.

Sharon McCrumb, staff at the Waldport Library, has created a picture book to celebrate the 10<sup>th</sup> anniversary of baby story time.

As a result of being on the Board of Special Districts Association of Oregon I am involved on two committees; the 2021 conference committee and a committee who are monitoring the temporary administrative rules being created by Oregon OSHA.

I will be attending the virtual Association of Bookmobile and Outreach Services in mid-October.

Carol Schramm has been with the District for 12 years and Jane Cothron has been with the District for 21 years.

#### FINANCIAL REPORT

The new fiscal year has begun. We will not collect taxes until November so will be using cash on hand until then. We will have a good idea of level of tax collection by December. We have started preparation for the 2019-2020 audit. Chris moved and Marta seconded that the financial report be accepted. Vote to accept was unanimous.

#### OLD BUSINESS

HR Audit: I requested a quote from HR Answers for an HR audit in July. The cost would be \$5,500. Since I received that quote I have decided that we don't need an audit, we know what we don't have, so I would like to request a proposal for specific tasks that require specific HR expertise.

#### NEW BUSINESS

No new business

#### WORK SESSION

Darci Hanning led a discussion of our strategic planning. The presentation from that meeting are attached. After discussion, the Board agreed to the following vision and mission:

**Vision:** We envision collaborative and innovative library services that connect all the residents of Lincoln County.

**Mission:** The Lincoln County Library District provides leadership for equitable services and materials to the libraries and residents of the District.

Next steps will be 1. MK will gather community feedback 2. Darci and MK will pull out themes 3. A meeting with partner library directors + one 4. Survey staff of partner libraries

GOOD OF THE ORDER

NEXT DISTRICT BOARD MEETING

Tuesday October 13, 2020 at noon at the District Office, 141 NW 11<sup>th</sup>, Newport or online.

ADJOURNMENT

Meeting adjourned at 1:26 p.m.