



Minutes
Lincoln County Library District
Board Meeting
January 31, 2023
12:00 p.m.
132 NE 15th and Zoom

ATTENDANCE—BOARD

Chris Boyle
Virginia Tardaewether
Carla Clark
Susan Garner

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Chris Boyle called the Regular Board Meeting to order at 12:05 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

PUBLIC COMMENT

APPROVAL OF MEETING MINUTES

Virginia moved and Susan seconded approval of the Regular Board minutes of December 13, 2022. Passed unanimously.

BOARD MEMBER REPORTS

Carla reported that the Siletz Valley Friends of the Library will be celebrating the library building birthday during February. Activities including cake, plant, and book sale will be held February 25, 2023 from 1:00 to 3:00. They are also raffling two large baskets, tickets available at the library.

DIRECTOR'S REPORT

Building

The sale of the building at 132 NE 15th from Ron Cole to Lincoln County Library District was completed on January 3, 2023. We have a 30 year contract at 6% interest. We are working with Santiam Escrow to handle the payments. The \$2,398.20 payment + \$15.00 escrow fee (total \$2,413.20) will be automatically deposited with Santiam Escrow on the 25th of the month and they will automatically deposit the payment into Ron Cole's account.

The building inspection revealed a serious issue in the crawl space which needed to be cleaned out and re-insulated. Ron Cole has had that taken care of. We will also be using the inspection document to create a maintenance checklist for the building.

Siletz

Carol Rasmussen Schramm increased her work hours to 32 per week effective January 3, 2023. This will allow the library to be open 3 more hours a week. We have also added her to the LCLD health insurance. The District will begin contributing to her retirement (6% of salary) in July.

Teena Nelson, retired children's librarian from Driftwood Public Library, has been volunteering to present storytimes weekly at the library. They are getting between 10 and 20 attendees per session.

Meetings/Events

Special Districts Association of Oregon held a Legislative Day in Salem on Friday, January 13, 2023. The day was devoted to discussion of the legislative needs of special districts. Speakers included Senator Cedric Hayden and (former) Rep. Brad Witt, both strong supporters of special districts.

LCLD hosted a Rotary social evening at the District Office on January 25, 2023. There were light appetizers and beverages for the 20 people who attended. Members of the Rotary Club of Newport host the socials once a month to provide fellowship and an opportunity to talk about their agencies and businesses.

Upcoming

Budget Law Training in Albany, February 7, 2023

Special Districts Association of Oregon Annual Conference in Sun River, February 8-12, 2023

Oregon Library Association Legislative Day in Salem, February 15, 2023

Siletz Valley Friends of the Library will be celebrating the 16th birthday of the Library building on Saturday February 25, 2023 from 1:00 – 3:00. There will be a plant, bake and rummage sale along with birthday cake for everyone.

MaryKay also mentioned that she would like to draft a statement for the Board to review and approve clarifying the funding formula changes and the responsibilities of the District that have been the topic of the Newport News Times reporting and questions to the Newport Public Library Director.

FINANCIAL REPORT

We will be adding two lines to the financial report, Debt Service-Principal and Debt Service-Interest to accommodate our building purchase financial reporting. MaryKay asked about returning to an annual budget for 2023-2024 and the Board agreed that they wanted to continue with the biennial budget. Virginia moved and Carla seconded accepting the financial report. MaryKay noted that we are still working on the 2021-2022 audit but an extension has been filed with the Secretary of State's office.

OLD BUSINESS

Director Recruitment

We are a bit behind in the process. The position description is included in the Board packet for the Board to review. Once an advertisement for the position is created we can post the position.

NEW BUSINESS

Board Member Elections

Carla's position is the only one that isn't up for election. Susan would be running to complete Brian's term which expires in 2025. Virginia and Chris would both be running for a four-year term. We also need to fill Zone 1 in the north part of the county. We should have someone run rather appoint for Zone 1 since the election is May 16th.

Code of Conduct Siletz Public Library-DRAFT

Carol has written a new code of conduct for the Siletz Library and had local law enforcement (Lincoln County Sheriff's patrol) review. We won't be voting today because we want to give the public a chance to respond so will have the vote at the next meeting.

GOOD OF THE ORDER

NEXT DISTRICT MEETING

The next regular meeting of the LCLD Board will be held on Tuesday March 14, 2023 at noon at the LCLD office and on zoom.

ADJOURNMENT

Meeting adjourned at 1:10 p.m.