

Minutes

Lincoln County Library District

Board Meeting

August 10, 2021

132 NE 15th Newport, OR and Zoom

12:00 p.m.

ATTENDANCE—BOARD

Brian Fodness- Absent

Chris Boyle

Virginia Tardaewether

Carla Clark

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Board member Virginia Tardaewether called the Regular Board Meeting to order at 12:05 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

APPROVAL OF AGENDA

Approved.

APPROVAL OF MEETING MINUTES

Chris moved and Carla seconded to approve Regular Board minutes of July 13, 2021. Passed unanimously.

BOARD MEMBER REPORTS

Carla mentioned her unavailability for the September 14, 2021. Discussion was moved to end of agenda.

DIRECTOR’S REPORT

LCLD staff compiled 335 preschool STEM kits for distribution to the libraries. The materials, including a guide in English and Spanish, were supplied by the Oregon Coast STEM Hub.

Summer Reading Program is winding down.

Shortly after the last meeting, Board member Marta West resigned from the Board effective immediately. This Board will need to appoint a replacement from District 1.

August 3, 2021 paycheck reflected the 3% salary increase for all staff that was approved in the current budget.

Work on the Plenary Committee of the REFORMA National Conference Committee is moving along. The Conference will be held virtually in early November 2021.

Working with Suzy Beck, bookkeeper, to set up the 2021-2023 budget accounting. Suzy will be discontinuing her work with us after the audit prep is completed. MaryKay will work at locating a new bookkeeper.

MaryKay participated in a panel discussion about advocacy for the OLA Leadership Institute on July 31, 2021.

First meeting with our consultant on LSTA grant funded feasibility study was held on August 4, 2021.

LCLD was approached by the Oregon Coast Arts Bus Project and passed the information along to our partner libraries for setting up appointments for visits by the bus to their libraries. Virginia asked about ages for participation which MaryKay didn’t have the answer to.

MaryKay will be on vacation from August 16-20, 2021.

We are working with City of Siletz on outdoor moving showings on August 20th and August 28th using the Siletz Library’s movie license.

Carla talked about the Siletz Valley Friends of the Library fundraising activites for the next two months which will include a raffle for a variety of baskets and bake sale during the city wide garage sale.

FINANCIAL REPORT

This is the first report for the 2021-2023 biennial budget. MaryKay is working with Suzy and Summer to prepare for audit. Virginia moved and Carla seconded that the financial report be accepted. Vote to accept was unanimous.

OLD BUSINESS

Proposal to Hire Consultants for Reimbursement Formula Creation

MaryKay has been discussing this issue with Erin McCusker, director of the Umatilla County Special Library District. They have just completed this process. MaryKay would like to work with a team that includes facilitator, Ruth Metz; finance person, Summer Sears; process, Erin McCusker. The process will include:

1. Meeting with consulting team

2. Facilitated meeting with Board to discuss public input, values to guide process, what is the outcome desired. We would like to do that in September.

3. Scenario creations

4. Board provided with scenarios and adopt

5. Share with cities

6. Finalize the IGA for signature by July 30, 2021

Virginia asked if our strategic plan could be used as a basis for values, MK responded yes. MaryKay will provide materials to use as a basis for the initial Board discussion prior to the meeting.

Chris asked about budget. MaryKay responded that she is estimating $30,000 and will have more detail after meeting with the team.

Chris moved to hire consultants for funding formula and IGA creation, Virginia seconded. Passed unanimously.

Election of Board Offices 2021-2022

Brian offered to continue as president. MaryKay suggested that Chris be treasurer since he can sign checks and lives close by so we have two Board members able to sign checks. Virginia moved and Carla seconded electing Brian Fodness as President and Chris Boyle as Treasurer. Passed unanimously.

NEW BUSINESS

Resolution 2021-8.1 Thanking Marta West for Her Service to the LCLD Board

Chris moved and Virginia seconded adopting the resolution. Passed unanimously.

Resolution 2021-8.2 Authorizing Participation in the Oregon Local Government Investment Pool

Chris moved and Virginia seconded adopting the resolution. Passed unanimously.

Board Member Replacement

Marta West has resigned her position on the LCLD Board. “When a vacancy becomes available on a district board between elections, the vacancy shall be filled by appointment of the remaining board members. If a majority of the Board is vacant or if a majority cannot agree, the county court shall fill the position. The person appointed to fill a vacancy by the board or the county court will serve until June 30th following the next regular district election at which the governing body members are elected (May in odd numbered years.) The successor elected at the next regular election shall serve for the unexpired term”

Board Bylaws Update

MaryKay put a copy of the bylaws with some comments and highlights in the Board packet for discussion. Article I we need to be sure our purpose is what is outlined in our establishment documents. Article II: Section 2 MaryKay suggested that the officers be President and Vice-President (or President-Elect) rather than having a treasurer. Article II: Section 5 Recall is the only legal option for removing members in Board bylaws. Article III: Section 8 Having treasurer position replaced by vice-president or president-elect. Article IV: Section 2 Do we need to adopt the annual report, there was discussion of what we should include there. MaryKay will make changes discussed and bring a draft to the next meeting for a vote. Virginia asked about having only one board member with signatory authority and MaryKay clarified that both officers have that authority.

GOOD OF THE ORDER

NEXT DISTRICT BOARD MEETING

We will wait to schedule the September meeting until we find out when our facilitator is available to work with the Board. Everyone is available the week of September 20– September 24, 2021 so we will aim for that.

ADJOURNMENT

Meeting adjourned at 1:00 p.m.