



Board of Directors Meeting
Thursday, March 30, 2023 @ 3:00 pm
241 SE 7th Street, Madras, OR 97741

MINUTES

Board present: Susan Stovall, Tiffany Turo, Tess Ballard, Stephen Hillis
Staff present: Jane Ellen Innes, Gabrielle Beebe, Laura Jones, Kristin Peterson
Guests present: Jered Reid (via teams)

1. Call to Order: Chairperson Susan Stovall called the meeting to order at 3:05 pm.
2. Acceptance of Agenda and Establishment of a quorum: **Tiffany Turo moved**, and Stephen Hillis seconded, to accept the agenda with flexibility. Motion passed unanimously. The board determined a quorum was established.
3. Public Comment: None
4. Unfinished Business
 - A. Pursuant to ORS 192.660(2)(a) and 192.660(7), the board entered into executive session at 3:15 p.m. to consider the employment of an Owners' Representative. No action is taken during executive session, but a final action is anticipated when open session resumes.
 - a. Matters discussed in executive session will not be discussed outside of executive session. Individuals included in executive session are board members, Innes, Beebe, Jones, Reid, and Peterson.
 - b. Jered Reid, attorney for JCLD, offered advice regarding procedures to award the contract. Executive session is anticipated to result in a notice of intent to award a contract to the highest scorer. A contract award letter will be sent to the finalist contractor. Contractors not awarded will have 7 days to appeal. The board doesn't have to wait until the seventh day to negotiate but a contract cannot be signed until the eighth day.
 - c. The board discussed aspects of the contract.

Jered Reid left the meeting at 3:28.

- B. The board moved back into open session at 3:29.
 - a. **Hillis moved**, and Turo seconded, that the Jefferson County Library District board will issue a Notice of Intent to Award the Owner's Representative contract to Compass. Motion passed unanimously.
 - b. Stovall announced that an email will be sent to Compass Project Solution and Cumming Group stating the board's intention. The board thanks each of the finalists for their application for this project.

Karen Esvelt joined the meeting at 3:42.

5. Board evaluation – Did the meeting today move towards the goals for the Jefferson County Library District board?

The board had a dynamic discussion about future operations and expansion of the district.

6. The next board meeting will be April 19, 4:15 p.m. **Turo moved**, and Tess Ballard seconded, to adjourn the meeting. The meeting was adjourned at 3:58 p.m.

Respectfully submitted,

Kristin M Peterson

Kristin Peterson
Administrative Assistant and secretary to the Board