JEFFERSON COUNTY LIBRARY DISTRICT
REGULAR MEETING SUMMARY
September 11, 2018

Board members present: Stephen Hillis, Susan Stovall and Bill Vollmer, and Karen Esvelt
Absent: Guy Chittenden
Library Director: DeRese Hall
Secretary: Suzanne Britton

1. Call to Order
The meeting was called to order at 3:02 p.m. by Board Chair Stephen Hillis.

2. Approve Agenda
It was moved by Susan Stovall and seconded by Bill Vollmer to approve the agenda with flexibility. The motion passed unanimously.

3. Public Comment
Board Chair Stephen Hillis advised those in attendance that there would be no response to comments that were made during public comment - the board is to speak with one voice and there hadn’t been an opportunity for board discussion. As per policy, the summary of this portion of the meeting will reflect the names of any speakers and the general substance of comments. In regards to the three people in attendance, their comments centered on the resignation of Youth Services Specialist, Lorene Forman. Those making public comment were Maureen Caldwell, Lisa Stroup, and Joann Jasa. All felt that Forman was an asset for the library district and that she did a wonderful job for the youth of Jefferson County. They were saddened and dismayed that she was gone. For a complete record of the comments, please refer to the recorded session of the board meeting (folder 01/section 05-06/0 minute, 33 seconds on the 2018-19 recorder’s SD card). Ms. Stroup also informed the board that her comments would be submitted to the Madras Pioneer as a “Letter to the Editor”.

4. Accept Minute Summary
It was moved by Stovall and seconded by Vollmer to approve the regular board meeting minutes of August 14, 2018. Motion passed unanimously.

5. Financial Review
It was moved by Vollmer and seconded by Stovall to accept the financial review as presented. Motion passed unanimously.

6. Executive Session
The board moved into executive session at 3:17 p.m. under ORS 192.660(2)(a) employment, 192.660(2)(b) discipline of public officers and employees, and 192.660(2)(e) deliberation on real property transactions. The board returned from executive session at 4:54pm. In regards to ORS 192.660(2)(a) a letter was discussed that had been received from an employee. As per library policy, it had been turned over to the library’s attorney. In regards to ORS 192.660(2)(b) an employee’s resignation was discussed however it was decided that no action would be taken by the board. The board stated that they were satisfied that library policy had been followed correctly. Lastly, in regards to ORS 192.660(2)(e) the board received a report from the architect as to potential changes in the facilities plan however no decisions were made.

At this point in the meeting, a motion was made regarding a two member board task force. It was requested that this motion be moved to New Business, item #8.

7. UNFINISHED BUSINESS
New Facility
This item was discussed in Executive Session.
8. NEW BUSINESS
Committee to Interview Staff
It was moved by Vollmer and seconded by Karen Esvelt to appoint a two member task force to interview staff members as part of the board’s policy of ongoing follow-up of staff relationships. Motion passed unanimously.

Westside Community Campus
It was decided by consensus that Susan Stovall would be an alternate library representative on the WCC committee.

Check Signer
It was decided by consensus that Karen Esvelt would join Stephen Hillis, Susan Stovall, and DeRese Hall as a check signer for the district. She will be taking Bill Vollmer’s place after the October 9 board meeting.

9. Linkage
Accountability of Library Director
The board agreed that the library is in compliance with page 23 of the policy.

Global Board-Library Director Linkage
The board agreed that the library is in compliance with page 25 of the policy.

10. Policy Overview
Purchasing Policy
The entire policy was gone through and discussed. Individual policy changes were made by consensus and then Esvelt moved and Vollmer seconded to accept the changes made to the Purchasing Policy. Motion passed unanimously.

11. Director and Youth Services Reports/Stats
None discussion

12. Youth Report
None

13. Library Closures
During installation of the new shelving in the children’s area, the consensus of the board was to tape off the south side of the library leaving the north side open for business. A very tentative date for this work to be performed is Monday, October 8.

14. Upcoming Dates
Tuesday, October 9th will be the next regular board meeting.

15. Agenda/Budget Additions
None

16. Other
A letter of resignation was received by Bill Vollmer. His resignation will be effective immediately following the October board meeting.

17. Adjournment
It was moved and seconded (Stovall/Esvelt) to adjourn the meeting at 5:20 p.m. The motion passed unanimously.

Respectfully submitted,
Suzanne Britton