



Board of Directors Meeting
Tuesday, January 9, 2024 @ 4:30 p.m.
241 SE 7th Street, Madras, OR 97741

MINUTES

Board members present: Susan Stovall, Tess Ballard, Stephen Hillis, Tiffany Turo, Karen Esvelt

Staff members present: Jane Innes, Gabrielle Beebe, Kristin Peterson

Guest present: Davida Plaisted (JCLA Board chair)

1. **Call to Order** - Chairperson Susan Stovall called the meeting to order at 4:30 pm.
2. **Acceptance of Agenda and Establishment of a quorum** - Stephen Hillis moved and Karen Esvelt seconded to accept the agenda with flexibility. Motion carried unanimously. A quorum was established.
3. **Public Comment** – Davida Plaisted announced that the next JCLA board meeting is January 17 at 5:00 pm.
4. **Presentations from Outside Groups** - none
5. **Review/Approval of Minutes** - December 13, 2023 and December 28, 2023. There were no changes to either set of minutes. Both minutes stand approved.
6. **Finance Report** – Financial Statements ending December 31, 2023. Jane Innes discussed the finance report, concentrating on the line items over 50%. We are on track for the budget. Esvelt moved, Tess Ballard seconded to accept financials as presented. Motion carried unanimously.
7. **Unfinished Business**
 - a. Building Project Update – Innes discussed the results of the Wallace Group geotechnical survey. Innes also updated the Board on the upcoming community input meetings.
 - b. Policy Overview: Personnel Policy revisions – Innes presented changes to the Personnel Policy. The Board made suggestions for further changes. Innes will make the corrections and present the final revisions to the Board in February.
8. **New Business**
 - a. Policy Monitoring – the Board discussed the following policies:
 - i. Executive Limitations: Asset Protection, Financial Condition and Activities, Financial Planning, and Budgeting
 - ii. Board Governance: Governance Quality and CostsThe Board agreed that it is in compliance with all the discussed policies.
 - b. Strategic Plan Update – This update is put aside until the February meeting.
 - c. Appoint Budget Committee. Innes presented the slate for the Budget committee. Turo moved, Esvelt seconded to appoint Jane Innes as Budget Officer. Hillis moved, Turo seconded to accept

the Budget Committee membership as presented. Motion carried unanimously. The 2024-2025 Budget committee community members stand as follows:

<u>Name</u>	<u>Term ends</u>
Colleen Fletcher	June 30, 2026
Joan Starkel	June 30, 2024
Vanessa Nilles	June 30, 2024
Courtney Snead	June 30, 2025
Debbie Taylor	June 30, 2025

9. Reports

- a. Public Operations
- b. Technical Operations
- c. Admin/Finance/Public Relations
- d. Grants

The board went over the department reports.

10. Upcoming Events – presented in the team report.

11. Ending Remarks - Stovall queried the Board – How are we progressing? Board responses: We are better aimed at goals than in the past; we are on track but impatient for the building to begin; we like the way the board interacts and makes decisions. The Board discussed steps ahead in interacting with legislators regarding the building project.

12. Adjourn - Stovall adjourned the meeting at 5:48 pm.

Respectfully submitted,

Kristin M. Peterson

Kristin Peterson, JCLD Admin Assistant and Acting Secretary to the Board