**District Board Meeting**

**Tuesday November 12, 2019 @ 4 pm**

**Rodriguez Annex**



**Minutes of Meeting**

I. Call to Order Hillis

II. Acceptance of Agenda and Establishment of a quorum All

III. Public Comment

IV. Accept Minutes All

1. Regular Meeting – October 8, 2019

2. October 16, 2019

3. October 30, 2019

V. Library Department Spotlight – Adult Services Gabrielle Beebe

VI. Financial Review All

VII. Old Business

1. RFID Update Innes

2. Personnel Policy Considerations – Holidays Innes

3. Board Governance Refresher – Potential Dates

2. Grant Updates Innes

VIII. New Business

1. Policy Review All

A. Monitor – Board Governance: Board Members Code of Conduct (p. 4)

B. Monitor – Ex Limitations Policy: Emergency Library Director Succession (p. 17)

C. Monitor – Linkage Policy: Unity of Control (p. 27)

C. Policy Overview – Board Bylaws/**Operations**/Personnel/or Purchasing

D. Circulation Policy Review/Update

2. Public Records Policy Review

3. eBook Embargo

4. Review current accounts at Community Bank and update signers

A. Building and Improvement

B. JCL Safe Deposit Box

5. Family Finders Transfer

IX. Reports

1. Director Report Innes

2. Department Reports All

3. Property Summary

4. Film Committee

X. **Executive Session**

In accordance with ORS 192.660(2)(e) – deliberation on real property transactions, the board will enter into executive session.

XI. Adjournment Hillis

Mission Statement: The Jefferson County Library District exists for the use, education, and enjoyment of all citizens and visitors of the Library District. The Library provides access to diverse theories, ideas, and opinions in a variety of formats, supports developing readers and lifelong learners, and offers information, courteous services, and quality programs in a safe and welcoming environment. Meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Library Director at (541) 475-3351.