

Minutes

Jefferson County Library District Board Meeting
Harriman Building – 212 SW 4th 97741
May 10, 2022 – Tuesday at 3:00 pm
Meeting Called by Chairperson Karen Esvelt



Board Present: Karen Esvelt, Guy Chittenden, Stephen Hillis
Board Absent: Susan Stovall, Tiffany Turo
Staff Present: Jane Ellen Innes, Laura Jones

I. Call to Order

Chairperson Karen Esvelt called the meeting to order at 3:02 pm.

II. Acceptance of Agenda and Establishment of a quorum

A quorum was present Stephen Hillis moved, Guy Chittenden to accept the agenda with flexibility. Motion passed unanimously.

III. Public Comment

None.

IV. Review/Approval of Minutes

Chittenden moved, Hillis seconded, to approve the minutes of the April 12, 2022 board meeting as presented. Motion passed unanimously.

V. Financial Report for the period ending April 30, 2022

Tabled.

VI. Unfinished Business

A. Strategic Planning Update

Innes reported that the consultant is compiling the results of the survey and community visioning sessions. The preliminary review highlights the need for community meeting space, staying open later, and learning about and how to use the library's databases. The consultant is scheduled to present the complete findings at the June board meeting.

B. Personnel Policies

Board members reviewed the revised personnel policies, and as a result some changes were made to the policies. Hillis moved, Chittenden seconded, to approve the personnel policies as amended at the meeting. Motion passed unanimously.

VII. New Business

A. OBOB Report – Ryan Dempsey – Postponed

B. Whisper Room Policy

Hillis moved, Chittenden seconded, to approve the Whisper Room Policy as presented.

C. Bookmobile Policy – Tabled

D. Governance Policy Review

Board members reviewed (1) Governance – Executive Limitations: Treatment of Staff, and (2) Executive Limitations – Asset Protection and determined that the board was in compliance with these policies.

E. Board Absenteeism

Innes distributed a memo she received from several library districts that looked at the issue of chronic absenteeism of elected members. The group is pursuing codification of attendance standards for Oregon Special Library Districts' Board members. Distributed FYI only.

VIII. Reports

A. Teams – Board members received the teams report in the board packet and presented clarifying questions, if there were any.

B. Grants

- Laura Jones is reconciling the OCF K-12 grant.
- ARPA – Spanish programming: Adriana's concert is scheduled for Friday, May 13. Program.
- Jane is reconciling the ARPA grant. Recent purchases include a display booth, outdoor inflatable screen and projector.

C. Property

1. Heritage Center Update – No report.
2. Duplex Update – No report.

IX. Director contract negotiation/compensation

Tabled until the next meeting.

X. Adjournment

With no further business before the board the meeting adjourned at 5:14 pm.

Respectfully submitted,



Jane Ellen Innes
Secretary to the Board