

**Special Board Meeting**

**Tuesday June 23, 2020**

**Minutes**

**Members Present:** Stephen Hillis, Susan Stovall, Karen Esvelt, Guy Chittenden

**Members Absent**: Royce Embanks

**Staff Present:** Jane Ellen Innes

**I. Call to Order**

Chairperson Stephen Hillis called the meeting to order at 3:08 pm.

**II. Acceptance of Agenda and Establishment of a quorum**

The agenda was reviewed and it was established that a quorum was present. Susan Stovall moved, Guy Chittenden seconded, that the agenda be accepted with flexibility. Motion passed unanimously.

**III. Public Comment**

There were no public comments.

**IV. Approval of Minutes**

It was moved by Karen Esvelt, seconded by Stovall, that the minutes of the June 9, 2020 Board meeting be approved as distributed. Motion passed unanimously.

**V. 2020-2021 JCLD Budget**

*A. Acknowledge Budget Committee Members and Terms*

The Jefferson County Library District informally approved the budget committee at its February 12, 2020 meeting. The Board formally acknowledged these members of the 2020-21 JCLD budget committee, with the following term limits.

* Chuck Alexander – Term ending June 30, 2020
* Teri Drew – Term ending June 30, 2021
* Joan Starkel – Term ending June 30, 2021
* Sandra Hahn – Term ending June 30, 2022
* Courtney Snead – Term ending June 30, 2022

*B. Budget Resolutions*

**1. Resolution 20-01 to Adopt the budget**

Stovall moved, Esvelt seconded, that the following resolution be approved:

BE IT RESOLVED that the Board of Directors of the Jefferson County Library District hereby adopts the budget for fiscal year 2020-2021 in the total amount of $3,957,784. This budget is now on file at Jefferson County Library in Madras, Oregon.

Motion passed unanimously.

**2. Resolution making appropriations**

Stovall moved, Chittenden seconded, that the following resolution be approved:

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2020, for the following purposes:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **General Fund** | | |  | **Building and Improvement Fund** | |  |  |
| Personnel Services | 508,869 | |  | Personnel Services | | 0 |  |
| Materials & Services | 326,318 | |  | Materials & Services | | 26,375 |  |
| Capital Outlay | 62,000 | |  | Capital Outlay | | 670,325 |  |
| Debt Service | 0 | |  | Debt Service | | 0 |  |
| Interfund Transfers | 861,570 | |  | Interfund Transfers | | 861,570 |  |
| Contingency | 50,000 | |  | Contingency | | 15,000 |  |
| **Total** |  | **1,808,757** |  | **Total** |  | **1,573,270** |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  | **Total APPROPRIATIONS**,  All Funds | **$3,382,027** |  |
|  |  |  |  |  | Total Unappropriated and Reserve Amounts, All Funds | 575,757 |  |
|  |  |  |  |  | **TOTAL ADOPTED BUDGET** | **$3,957,784** | **\*** |

Motion passed unanimously.

**3. Resolution imposing Tax**

Stovall moved, Esvelt seconded, that the following resolution be approved:

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value

of all taxable property within the district for tax year 2020-2021:

(1) In the amount of $ \_\_\_\_\_\_\_\_\_\_ OR at the rate of **$ 0.4349 per $1000** of assessed value for permanent rate tax;

(2) In the amount of $ \_\_\_\_\_\_\_\_\_\_ OR at the rate of $ \_\_\_\_\_ per $1000 of assessed value for local option tax; and

(3) In the amount of $\_\_\_\_\_\_\_\_\_\_\_ for debt service on general obligation bonds;

Motion passed unanimously.

**4. Resolution Categorizing the Tax**

Chittenden moved, Esvelt seconded, that the following resolution be approved:

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax..........$\_\_\_\_\_\_\_\_\_\_\_ OR **$ 0.4349/$1,000**

Local Option Tax.…..…....$\_\_\_\_\_\_\_\_\_\_\_ OR $ \_\_\_\_\_\_\_\_/$1,000

*Excluded from Limitation*

General Obligation Bond Debt Service…..$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion passed unanimously

It was moved by Chittenden, seconded by Stovall, the Library Board accept the Library’s operating budget for 2020-2021, as approved by the Budget Committee at its June 3, 2020, meeting. Motion passed unanimously.

**VI. Other Business**

COVID Cares Grant. Innes reported that the Library had received a State Library COVID Cares Grant in the amount of $3,000.00. The Youth Services team requested, and received approval from the State Library, that the funds be used for purchasing video equipment to be used for taping library programs and posting online, podcasting, and blogging

**VI. Adjournment**

With no further business before the Board, it was moved by Esvelt and seconded by Chittenden, that the meeting adjourn at 3:50 pm.

Respectfully submitted,

Jane Ellen Innes

Secretary to the Board