



Board of Directors Meeting
Tuesday, March 12, 2024 @ 4:30 p.m.
241 SE 7th Street, Madras, OR 97741

MINUTES

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

Staff present: Jane Innes, Laura Jones, Gabrielle Beebe, Kristin Peterson

Guests present: Jan Forrester (JCLA board), Courtney Snead (MACRD)

1. **Call to Order.** Chairperson Susan Stovall called the meeting to order at 4:29 pm.
2. **Acceptance of Agenda and Establishment of a quorum.** Stephen Hillis moved, Karen Esvelt seconded to accept the agenda with flexibility. Motion carried unanimously. A quorum was established.
3. **Public Comment.** No public comment.
4. **Presentations from Outside Groups.** Courtney Snead from MACRD discussed the history and future of the MACRD including their upcoming ballot measures and tax levy proposal.
5. **Review/Approval of Minutes.** Minutes from the regular meeting on Feb 20, 2024. There were no corrections to the minutes; the minutes stand as approved.
6. **Finance Report.** Financial Statement ending February 29, 2024. Jane Innes discussed the budget vs actual expenditures and the specific costs for the building project to date. We are on track for operating expenditures and will likely be a little over in revenues. Turo moved and Ballard seconded to accept the financial report as presented. Motion carried unanimously.
7. **Unfinished Business.**

Building Project Update. Innes discussed the results of the predesign concept report. The members of the building committee contributed to the conversation. The building committee was disappointed in the focus of the interior design and discussed their concerns with Ricardo Becerril (owner's representative). The next building committee meeting is on March 18.
8. **New Business**
 - a. Budget Assumptions. Innes went through the assumptions she is using to build the budget. The assumptions include property tax estimates and grant proposals for revenues. She also discussed the expenses assumptions in personnel and operating/business cost increases.
 - b. Review Mission and Vision statements. The board agrees that the statements are valid and there is nothing they would change.
 - c. Library Director evaluation packet distributed. The board members will review the packet on their own and discuss the Director's evaluation at the April meeting.
9. **Reports.** See the full report in Teams
 - a. Public Operations. Laura Jones discussed the partnership with 509-J schools in the information literacy, OBOB, and early literacy programs.
 - b. Technical Operations. In addition to the report in teams, Beebe told the board we will be delaying launching the pickup lockers until we can figure out the accountability of items.

- c. Admin/Finance/Public Relations/Community Outreach. Innes discussed the financial ramifications of being in the Urban Renewal Districts. She also updated the board on our advertising strategy and involvement in community activities.

10. **Ending Remarks.** Is there something that we need to cover on the agenda, or is something missing from the agenda that you want information about? The board would like an update on senior services. They would also like an information sheet with talking points about the building progress, upcoming programs, and the eBook transition.

11. **Adjourn.** Stovall adjourned the meeting at 6:37 pm.

Respectfully submitted,

Kristin M. Peterson

Kristin Peterson
JCLD Admin Assistant and Acting Secretary to the Board