



**BOARD OF DIRECTORS MEETING**  
**Tuesday, October 8, 2024 @ 4:00 pm**  
**241 SE 7<sup>th</sup> St, Madras, OR 97741**

## **Minutes**

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

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

### **1. Call to Order**

Board Chairperson Susan Stovall called the meeting to order at 4:02.

### **2. Acceptance of Agenda and Establishment of a Quorum**

All board members were present to establish a quorum. Steve Hillis moved and Karen Esvelt seconded to accept the agenda with flexibility. Motion carried.

### **3. Public Comment** none

### **4. Presentations from Outside Groups** none

### **5. Review/Approval of Minutes – August 13, 2024 Board Meeting**

There were no corrections; the minutes stand approved.

### **6. Finance Report**

- a. Resolution to accept Supplemental Grant from JCLA. On September 23, 2024 the Board voted by poll to pass and adopt Resolution 24-03, accepting \$50,000 of grant funds from the Jefferson County Library Association. The funds will be used exclusively for projects identified in the approved application.
- b. Monthly financials as of August 31, 2024 and September 30, 2024. Hillis moved and Tess Ballard seconded to accept the August financials and set aside the September financials due to an error in the report. Motion carried.

### **7. Old Business**

### **8. New Business**

- a. Policy Monitoring: The Board agrees they are in compliance with the following policies, and no changes need to be made.
  - i. Board-Library Director Linkage: Accountability of the Library Director, Global Board-Library Director Linkage, Monitoring Library Director Performance
  - ii. Executive Limitations: Global Executive Constraint, Financial Condition and Activities, Financial Planning and Budgeting
  - iii. Board Governance: Chair/Vice Chair roles

- b. Holiday Schedule. Jane Ellen Innes asked the board to think about closing Tuesday-Friday during the week of Christmas. We have staffing issues as well as historically low door count. The Board will revisit this in November.
- c. Results Monitoring Report. Set aside until November meeting.

## **9. Library Activities Report and Update**

Innes discussed the status of the expansion project and the requirements/timeline for us to get ready for the bond. We need to have a PAC established. We will be on the ballot with the MAC and Fire/EMS for bond measures in May 2025. Need to come up with a slogan for the bond measure. Jane will be talking with SDAO about bond best practices.

No final update on PGE situation. We are waiting to find out what our tax revenue will be.

Laura Jones discussed the Oregon School Library Association conference. Our partnerships with local schools are more productive/collaborative than most of the rest of the state. Laura came away with some good ideas to bring to the schools.

Innes discussed takeaways from her conference at the Association of Rural and Small Libraries. She attended sessions on funding, community engagement, community partnerships, resource guides, and census data resources.

Gabrielle Beebe discussed the status of the pick-up lockers – implementation has been fairly smooth with a few issues. We are not looking to put a drop box in Culver for the immediate future.

## **10. Ending Remarks**

The board watched the 16 minute training on Public Meetings Law through SDIC/SDAO and discussed.

## **11. Adjourn**

Stovall adjourned the meeting at 5:34.

Respectfully submitted,

*Kristin M. Peterson*

Kristin Peterson  
JCLD Admin Assistant and Acting Secretary to the Board