



Board of Directors Meeting
Tuesday, October 11, 2022
241 SE 7th Street, Madras, OR 97741

Minutes

1. Call to Order

Chairperson Susan Stovall called the meeting to order at 3:00 pm.

2. Acceptance of Agenda and Establishment of a quorum

A quorum was present. **Stephen Hillis moved**, seconded by Guy Chittenden, to adopt the agenda with flexibility, motion passed unanimously.

3. Public Comment

None.

4. Review/Approval Minutes (Action Item)

The Board accepted the minutes of September 12, 2022, regular meeting as distributed.

5. Finance Report – for the month ending September 30, 2022 (Action Item)

The accountant distributed the September financial report before the meeting. Jane Ellen Innes clarified several line items explaining why some are at 100% because of one-time purchases and that some invoices had been incorrectly assigned to the wrong expense code, which has been corrected.

Tiffany Turo moved, seconded by Hillis, to accept the monthly financials as distributed. **Motion passed.**

6. Unfinished Business

A. Program Policy.

After completing a second reading of the Program Policy, **Hillis moved**, seconded by Chittenden to approve the Program Policy as distributed for the Second Read. Motion passed.

B. Technology Borrowing Kit Policy Second Read.

Turo moved, seconded by Hillis to adopt the revised Technology Borrowing TT/SH as distributed for the second reading. **Motion passed.**

7. New Business

A. Policy Review

Members reviewed (1) Governance Policy -Chair/Vice Chair, (2) Executive Limitations – Financial Condition and Activities/Financial Planning and Budgeting , and (3) Board-Director Linkage – Monitoring Library Director Performance and determined the Board was in compliance with all three policies.

Board Bylaws

All present reviewed the Board Bylaws (version 2014), with several members offering the clarifying language. Innes will incorporate the updates/changes and distribute them for a second reading at the November 8, 2022, meeting

C. Public Meeting Policy

Turo moved, seconded by Chittenden, to waive a second reading of the policy and approve it as presented. **Motion passed.**

D. Owners' Representative

Gabrielle Beebe reported on the recent building conference she attended in Missoula on September 29, 2022. Discussed Owners Rep RFQ. Board agrees to review and return to the October 25 meeting prepared to discuss the owners RFQ in detail. That provides the Board's final input.

E. Results Monitoring

Set aside until the November meeting.

8. Reports

A. Director and Team

Innes presented highlights of the September activities. The Board finds the monthly reports important and insightful, and asked for more details in the Program Activities section.

B. Facilities

No additional updates; see Owners' Representatives discussion, agenda item 7(D).

C. Grants

9. Upcoming Events

All attending received a copy of the 2023 calendar, and the October calendar of events.

10. Board Evaluation

Turo and Chittenden, members of the Board evaluation committee, distributed the evaluation instrument to all in attendance. The members were asked to return the document to Turo by October 21, to allow her and Chittenden enough to review and summarize, for distribution and discussion on November 8.

10. Adjourn

A Board Work session is scheduled for 10/25; the next regular meeting of the Board is scheduled for November 8, 2022. Both meetings will be held at the library.

With no further business before the Board, the meeting adjourned at 5:30 pm.

Respectfully submitted,

Jane Ellen Innes
Secretary to the Board