

Fern Ridge Library Board of Directors Meeting
Draft Minutes 12/12/2007
Approved 01/09/2008

Board Members: Steve Recca, Emily Guiland-Larson, Earle Ellson,
Keyte Hladky, Robert Hladky

Staff: Director, Colin Rea, Business Manager, Fred Welding

Recording Secretary: Laura Blankenship (substitute for Joyce Bilderback)

Patron: Juli Cornett, Pat Broome, Judy Hays-Eberts

OPENING

Call to Order

Chair, Earle Ellson, called the meeting to order at 7:04 p.m.

Review Agenda

No changes

Minutes

The minutes of November 14, 2007 were approved as corrected.

Hearing of Patrons

Judy Hays-Eberts stated she attended the meeting in order to give her support and encouragement to Pat Broome.

Pat Broome introduced herself and stated her interest in becoming a Board member. She cited her experience in this and other libraries, highlighting her work on the last levy campaign, her extensive involvement with the Friends, her work on the circ desk and as a cataloger, Programs Committee, and Friendfest, and many other aspects of involvement at the library. She said, "We have a treasure here in our community", and expressed her deep commitment to the library and the public.

C. Rea explained that Juli Cornett was able to introduce herself and her interest in becoming a Board member at the last Board meeting. He said the Board is still reviewing what the policies and procedures are for filling vacancies.

J. Hays-Eberts then introduced herself as a former Board member and library employee, and emphasized again the enthusiasm and caring of P. Broome.

J. Cornett said she had nothing to add at this time.

Correspondence

K.Hladky read a letter from herself to the Board, Staff, and Friends of the Fern Ridge Library. The letter announced her formal resignation from the Board, with her retirement date set as December 31, 2007. The letter was heartfelt and in-depth, citing the interaction with noted individuals such as Pat Saxton and Pete Kilger. Keyte served on the Board for eighteen years, ten of those as Board Chair. She said she is not moving, and will continue giving piano lessons. She will also continue to further her education.

Her letter was received with applause, and many comments of admiration and thanks. E.Ellson complimented her by saying he thought of her as “Mrs. Library”.

As an aside to K. Hladky’s mention of being active in the privacy of patrons through the purging of circulation records, S.Recca asked if SIRSI back-up tapes maintained records, or if those records were also erased. C. Rea said he will find that information and present it at the next meeting.

Other correspondence was presented in the form of e-mails between C.Rea and J. Hays-Eberts regarding an article in the West Lane News written by Helen Davis.

ITEMS OF BUSINESS

Future Budgeting/OLA Standards with eye toward 5 Year Levy needs

C. Rea responded to this issue in the attached document. S. Recca stated the figure for heating costs estimate seemed high. C. Rea and F. Welding said they had had researched that issue from two approaches, and the figure was accurate. S. Recca inquired what the final projection would be for the tax levy increase based on the figures presented. He also inquired what the increase would be if the Assistant Director became full time with benefits. F. Welding responded that it would add about \$12,000 annually if her contract was changed to include the extra hour plus benefits. S. Recca addressed the weeding issue: if the collection is decreased by 40%, is the shelf space proposed in the renovation appropriate? Discussion ensued that collection development is included in the levy proposal, so shelf space will continue to be an issue if the renovation does not support the future increase in materials. E. Ellson stated that it would be prudent to have numbers firmed up by the February Board meeting. The election takes place in November 2008. K. Hladky stated that it will be important to look at previous ballot titles and to confirm the application deadline. It was also brought up that PAC members and leaders will be needed soon, and the patrons present at the meeting were asked about their willingness to serve in this capacity. No commitment was made at this time.

Review Inclement Weather Delays/Closure Policy

The only change to the attached document was the website address of the weather station. It was corrected to valleyinfo.net.

E. Ellson inquired about the role of the library in other civic emergencies. C. Rea said he will talk to the fire department and other emergency services about this issue.

Board applicant interview questions and application

C. Rea provided a draft of the Board Applicant Interview questions. Point #7 was reworded to now read: Are you willing to participate in workshops whenever possible and study library publications?

- **S. Recca moved to accept this document as amended, K.Hladky seconded the motion. Motion approved unanimously.**

Review policy regarding new board member orientation

Section 2.03 of the Board Policy manual was reviewed and accepted as written.

Board Application – Pat Broome

See attached application. Discussion ensued regarding which application is required for a Board position – single or multiple page application. It was decided the multipage application will be used in the future with the heading altered. C. Rea will edit this and present it at the next meeting.

REPORTS

Chair – Earle Ellson

E.Ellson submitted a written report. He stated the board needs to continue to support the Renovation campaign, and also to look ahead to levy needs.

Director – Colin Rea

C. Rea submitted a written report. The board thanked him for his thorough report.

Financial – Fred Welding

F.Welding submitted the regular monthly financial report covering the period of July through November 2007. He also reported that per Board instructions, he had contracted LCOG to have them update our designated representative and alternative.

Foundation and Grants – Earle Ellson

E.Ellson submitted a written report. No additional comments were made.

Grounds – Keyte Hladky

K. Hladky submitted a written report. She stated the report was lengthy because the committee will not be in session for the next three months and there was much to cover. S. Recca said he will go out and burn along the fence and ditch to prevent grass and weeds in these areas. It was also stated that new members are being sought for the grounds committee.

Friends of the Library – Earle Ellson

E. Ellson submitted a written report. The Friends newsletter was given much praise by the board. P.Broome stated that it is available in Library welcome packs.

FOR THE GOOD OF THE ORDER

K. Hladky announced that Markeyta made a presentation in Bend at the Ford Institute Leadership Program Conference of Communities, recognizing the library as a key spot in the community. It is an honor for Markeyta to be representing herself and the Fern Ridge Library at such an important event.

S. Recca commented that the Toys for Tots event at the Lane County ice rink was very nice.

C. Rea said he had attended the Authors and Illustrators Fair, and said the event was great. P.Broome agreed, because she had also attended.

There is an SDAO convention in Bend on February 8th, 9th, and 10th. January 25th is the deadline for applying.

Chair, E.Ellson , adjourned the meeting at 9:51 p.m.

Respectfully submitted,

Laura Blankenship
Assistant Director, Fern Ridge Library

The next regularly scheduled meeting is Wednesday, January 9, 2008 at 7:00 p.m.