

Fern Ridge Library Board of Directors Meeting
Draft Minutes **2/11/09**
Approved 3/11/09

Board Members: Chair, Pat Broome, Earle Ellson ED.D, Robert Hladky,
Steve Recca

Staff: Director, Colin Rea; Business Manager, Fred Welding,
Recording Secretary: Joyce Bilderback

OPENING

Call to Order

Chair, P. Broome, called the meeting to order at 7:05 p.m.

Review Agenda

Under Items of Business:

S. Recca asked that *Policy Manual Review* be removed from the agenda and included on the next Board meeting agenda of March 11, 2009.

C. Rea requested that *Internet Rules* be added to the agenda.

Review Minutes

The Board meeting minutes of 1/14/2009 were approved as presented.

Correspondence

C. Rea received a letter from the Oregon Department of Revenue announcing budget workshops being held around the state.

C. Rea received an email stating that Fern Ridge Library is the recipient of the Amo Leer grant of \$9000 for the purchase of children's books written in the Spanish language.

S. Recca received a copy of a letter from LCOG sent to F. Welding and the LCOG newsletter.

ITEMS OF BUSINESS

Community Service Awards

Community Service Awards are sponsored by the Fern Ridge Chamber of Commerce. C. Rea stated that the Community Service Award from Fern Ridge Library will be presented to Gena Stutzman. Ms Stutzman's participation in the library's story time has been very much appreciated.

This award will be presented on April 2 at Crow High School.

Vehicle Policy

The Board discussed the SDAO suggested policy regarding the use of personal autos while conducting Library District business. S. Recca will prepare a draft vehicle policy to more closely meet our needs. This draft will be discussed at the next Board meeting.

Director Review

The Board completed written forms evaluating Director Colin Rea's performance as Fern Ridge Library Director and handed these forms to Board Chair, Pat Broome. Ms. Broome will summarize the Board's evaluation forms and present this summary at the next Board meeting.

P. Broome presented to the Board a Summary Report of the Fern Ridge Library staff evaluation of Mr Rea's job performance. The Board discussed this report.

The Board members verbally expressed their appreciation to Mr. Rea for his excellent job performance.

City of Veneta Swimming Pool

B. Hladky stated that the City of Veneta continues to work on fund raising for the building of the swimming pool. Mr. Hladky feels that a letter of support from the library to the City would be in order. C. Rea stated that he would write a letter of support to Brian Issa, City of Veneta.

Proposed Internet Rules

C. Rea presented a written draft of Computer Use and Internet Access Rules. The Board discussed this draft. S. Recca will review and draft a proposed Computer Use and Internet Access Policy which will be discussed under *Policy Review* at the next Board meeting.

SDAO Conference Reports

S. Recca, F. Welding and E. Ellson gave brief reports on the classes they had attended at the SDAO Conference.

Director's Employment Contract

The Board discussed the Director's Employment Contract. F. Welding suggested that a contract be drawn up and presented at the next Board meeting. The Board discussed a merit raise for C. Rea.

- **S. Recca moved to negotiate a contract with Director Colin Rea which includes a salary increase of 10%. (The C.O.L.A. is included in this amount.) B. Hladky seconded the motion. Motion approved unanimously.**

REPORTS**Chair – Pat Broome**

P. Broome discussed the sessions she had attended at the SDAO conference. She found some of these very helpful.

Director – Colin Rea

C. Rea presented a written report.

Financial – F. Welding

F. Welding distributed a written Financial Statement.

Mr. Welding stated that the Library has received 96% of our projected property tax revenue for this fiscal year.

Mr. Welding stated that the Safety Inspector from SDAO inspected the Fern Ridge Library and was thoroughly impressed by the Library's attention to safety issues and other SDAO Best Practices. She felt that the Board and staff had done an outstanding job. She also said "If all other districts were half as good as we are, she would be out of a job."

Mr. Welding stated that there had been a 3% increase in LCOG dues, amounting to a total of \$14. He stated that the business mileage allowance set by Federal standards has been reduced from 58.5 cents per mile to 55 cents per mile.

He reported that in the fiscal year to date, 97 volunteers have donated 1671 hours.

He also reported that the TRACS Financial Research Firm had ranked the **Oregon State Pool** fourth in the country over all, and **The Top State Pool** in terms of annualized returns. This is quite an accomplishment to be a leader in municipal investing. The Library has its funds in the State Pool.

Foundation & Grants – E. Ellson

E. Ellson stated that \$156,000 has been raised for Renovation 8. The giving has slowed, probably due to the present economy.

Friends of the Library – P. Broome

P. Broome stated that the next book sale will be held on March 6 and 7.

Grounds – B. Hladky

B. Hladky stated that most grounds work was “on hold” during the winter. Plans are being made for a work party. Moving the bike rack and possible painting are on the job list.

Mr. Hladky is taking a botany class which he believes will be helpful for carrying out library grounds tasks.

C. Rea inquired about the madrone trees growing near the reader board, stating that they are interfering with visibility. Mr. Hladky stated that he would work to solve this problem.

FOR THE GOOD OF THE ORDER

The library will be closed Monday, February 16, for President’s Day.

Chair, P. Broome adjourned the meeting at 9:35 p.m.

Respectfully submitted,

Joyce Bilderback
Recording Secretary

The next regularly scheduled meeting is Wednesday, March 11, 2009, at 7:00 p.m.