

-Fern Ridge Library Board of Directors Meeting
Draft Minutes **9/09/09**
Approved 10/14/09

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

Staff: Assistant Director, Laura Blankenship; Business Manager, Fred Welding,
Director, Colin Rea (Excused)

Recording Secretary: Joyce Bilderback

Patrons: Carl Sherwood, Robertson Sherwood Architects

OPENING

Call to Order

Chair, P. Broome, called the meeting to order at 7:08 p.m.

Review Agenda

Added under Items of Business were: (C) **Budget Committee Vacancy** and (D) **Proofreading of OSEA Contract.**

Review Minutes

The Board meeting minutes of 8/12/09 were approved as corrected.

ITEMS OF BUSINESS

Architectural Proposal by Robertson Sherwood Architects – Carl Sherwood

Carl Sherwood of Robertson Sherwood Architects, presented an Architectural Proposal for the Fern Ridge Library District Renovation 08 project for the Board's consideration. This proposal included task by task items such as the electrical system, demolition and construction. The Board discussed the securing of bids from sub-contractors. A review of the regulations showed that if the cost of the project does not exceed \$125,000, bids can be obtained from sub-contractors without formal publishing. Mr. Sherwood will secure bids from three local contractors and prepare documents containing these bids. He stated that he would attempt to have these documents completed by the month of October. A typographical error was noted on the proposal document (there is no item #6). This error was corrected.

- **Steve Recca moved to accept the proposal presented by Robertson Sherwood Architects as amended. R. Hladky seconded motion. Motion carried unanimously.**

Mr. Sherwood excused himself from the meeting at 7:38 p.m.

Holiday Potluck Committee

The annual Holiday Potluck honoring the Fern Ridge Library volunteers will be held Sunday, December 6, 2009, at 5:00 p.m. S. Recca stated that he would offer a choice of designs for the invitations which he will bring to the October Board meeting. He is willing to print and mail the invitations but will need a mailing list. This list will be furnished to him. The consensus of the Board was that the invitations should be mailed by November 20. R. Hladky suggested that people who had been volunteers in the past should also be invited. The Board agreed. Joyce Bilderback will speak to her son about providing musical entertainment.

Budget Committee Vacancy

The Board discussed the Budget Committee vacancy left by the resignation of Jim Petty whose term expires 2011. Marion Esty filled the vacancy left by Mr. Petty and will be asked to submit a written document stating she is willing to complete Mr. Petty's term. S. Recca will ask Nan Muir and Andy Clark, whose terms expired June 30, 2009, if they are willing to continue as Budget Committee members.

OSEA Contract

Some typographical errors were noted in the *OSEA Collective Bargaining Agreement, 2009-2012, between the Fern Ridge Library District and OSEA Chapter #39*. The Board will proofread the contract, note needed corrections, and bring to the October Board meeting. A copy of the edits will be given to Laura Blankenship who will send a copy to Karol Ostby. These corrections will not affect or change the terms of the original contract.

REPORTS**Chair – Pat Broome**

Chair P. Broome stated that the Friendfest had been successful, though not as well attended this year due to several other activities taking place in the community on the same day. The book sale earned \$100.00. She announced that the library mascot has an official name submitted by the children of the Arviso family. The mascot's name is **Fernie Ridgbit**. There will be a book sale on Friday and Saturday, September 11 and 12. The next meeting of Friends of the Library is October 10 at 11:00 a.m. in the library.

Assistant Director – Laura Blankenship

Director, C. Rea provided a written report. In his absence, Asst. Director, L. Blankenship highlighted some items from his report. She stated that this fall a focused effort will be made on the weeding of books. She stated that Youth Services/Volunteer Coordinator Katie Kane, has been working with several volunteers to catalog and process the 700 books received as part of the Amo Leer grant. There will be press releases and a Spanish language program to publicize the release of these materials for public use. Ms. Blankenship stated that K. Kane has been researching a grant connected with YALSA and the American Library Association. This grant could include as many as 1200 newly published books for teens. In order to apply for this grant, the applicant must be a member of the American Library Association and YALSA. The dues are \$65.00 for the first year. Following discussion, the consensus of the Board was that it is the purview of the Director to authorize payment of dues for all staff members who might benefit the library by belonging to such organizations. These dues are paid from the Professional Development budget item.

Financial – Fred Welding

F. Welding mailed a Financial Report. There were no comments or questions.

Mr. Welding stated that during the fiscal year ending June 30, 2009, 122 volunteers had donated 3,013 hours.

Foundation & Grants – E. Ellson

E. Ellson stated that \$162,000 has been raised for Renovation '08 and that fundraising for this project will continue.

Grounds – R. Hladky

R. Hladky stated that a grounds weeding party is being organized. The Board agreed that a grounds walk-through should be scheduled for next spring.

LCOG – S. Recca

S. Recca stated that there was no LCOG meeting in August.

Policy Manual Review

The Policy Manual Review was postponed until the October Board meeting.

Chair, P. Broome adjourned the meeting at 8:34 p.m.

Respectfully submitted,

Joyce Bilderback
Recording Secretary

The next regularly scheduled meeting is Wednesday, October 14, at 7:00 p.m.