

Fern Ridge Library Board of Directors Meeting
Draft Minutes **10/14/09**
Approved 11/11/09

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

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 7:03 p.m.

Review Agenda

Added under Items of Business: Board of Directors Responsibilities, Better and Best Practices.

Review Minutes

The Board meeting minutes of 9/09/09 were approved as printed.

Correspondence

Chair, Pat Broome, read a letter from Board Member, Earle Ellson, ED. D., stating his resignation from the Library Board of Directors, effective October 14, 2009. Mr. Ellson will be moving out of state to be near family. C. Rea stated that Mr. Ellson has donated his compilation of the history of the Applegate Trail to the Fern Ridge Library. The Board expressed their appreciation to Mr. Ellson for his many years of service and for this generous gift.

ITEMS OF BUSINESS

Section 218 Social Security Coverage

Fred Welding distributed Resolution No: 09-2 entitled *Resolution to Request Authorization of Referendum for Federal Old Age, Survivors, and Disability Insurance Coverage*. The adoption of this resolution would authorize the necessary referendum among the eligible employees of the Fern Ridge Public Library District who are members of the Oregon Public Employees Retirement System to determine whether a majority of such employees desire OASDI and HI coverage and authorize the expenditure of funds for this purpose under Section 218(d) of Title II of the Social Security Act. After reading the Resolution, the consensus of the Board was that some of the language of the Resolution was unclear and that adoption of this Resolution should be delayed until they could obtain clarification. Mr. Welding will research this.

Holiday Potluck Committee

The annual Holiday Potluck honoring the Fern Ridge Library volunteers will be held Sunday, December 6, 2009, at 5:30 p.m. S. Recca offered a choice of four invitation designs. The Board liked all the designs and suggested that Mr. Recca print some of each. The invitations will be mailed to library volunteers.

Board of Directors Responsibilities – Better and Best Practices

F. Welding submitted the document, *Board of Directors Responsibilities – Better and Best Practices*. He stated that the goals and responsibilities listed on this document had been met with the exception of policy involving the use of private vehicles for library business. This item will be discussed at a future meeting. By consensus, the Board approved the document as presented.

H1N1 Flu Planning

Director C. Rea discussed the general concern regarding the H1N1 flu virus and what the library is doing in the way of preventive measures, such as wiping off each returned book, wiping off library surfaces, etc. The Board agreed that it would be at the discretion of the Director whether to close the library in the event of an epidemic among staff members.

No Change of November Meeting (Second Wednesday is Veteran's Day)

Chair P. Broome asked if there were possible conflicts for the November Board meeting date since the second Wednesday of November is Veteran's Day. The Board members stated that there were no conflicts. The meeting will be held on November 11 as scheduled.

REPORTS**Chair – Pat Broome**

Chair P. Broome stated that she had spent a lot of time with the Friends of the Library activities.

Director – Colin Rea

Director Rea presented a written report. He submitted the 2009 Oregon Public Library Statistical Report and expressed thanks to Asst. Director Laura Blankenship and Business Manager Fred Welding in assisting with the compilation of this Report. The Monday opening provided an additional 349 hours for the year, there were several electronic databases added and the total circulation was up 31% over the previous year while total library visits were up 24%.

Financial – Fred Welding

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

Foundation & Grants – E. Ellson

E. Ellson stated that the Foundation has been discussing Strategic Planning and continues to be strong.

Mr. Ellson recommended that the Fern Ridge Library District work with other community managers and leaders to accomplish goals for the good of the community. C. Rea stated that he had attended a Local Manager Meeting, comprised of himself, the city manager, the fire chief and the interim school superintendent. In an effort to strengthen ties between organizations that share a tax base, the managers will attempt to meet monthly in order to share information, schedules, and possibly resources, when appropriate, in order to better serve the citizens of Fern Ridge.

Friends of the Library – P. Broome

P. Broome stated that Friends of the Library had met October 10 to elect officers. The following were elected: Elvin Edward, President; Pat Broome, Vice-President; Sandy Larson, Treasurer; Vick Sourdy, Secretary. The next meeting will be January 9, 2010.

Grounds – R. Hladky

R. Hladky stated that a grounds report will be submitted at the November Board meeting.

LCOG – S. Recca

S. Recca reported that there was a large attendance at the LCOG meeting. He stated that the LCOG provides some valuable services to the community.

HVAC System

The Lane Council of Governments has contacted the library with news that there may be a slightly used HVAC system that can be given to the district. Business Manager Fred Welding has been in contact with the HVAC maintenance vendor to look into the logistics of installing such a unit should it become available. The Board agreed that further research should be done before making a decision.

Chair, P. Broome adjourned the meeting at 8:40 p.m.

Respectfully submitted,

Joyce Bilderback
Recording Secretary

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