

Fern Ridge Library Board of Directors Meeting  
Wednesday July 14, 2021  
Meeting conducted virtually via ZOOM

**Board Members:** Erik Carlstrom; Steve Recca; Bri Piccioni; Olivia Johnson; Jerri Moore; Olivia Johnson

**Staff:** Director: Colin Rea Business Manager: Lesley Steppan

**Public:** None

## **OPENING**

### **Call to Order**

Chair, Erik Carlstrom, called the meeting to order at 7:05 pm.

### **Review agenda**

Jerri Moore asked to make a suggestion regarding an edit to Chapter 2, section 2.05B in the Policy Manual. This was added as Item of Business A1.

### **Review minutes**

Jerri Moore pointed out that Colin Rea was the staff member present and not Laura Blankenship.

**Jerri Moore moved to approve the June 2021 minutes as amended. Motion seconded by Steve Recca. With no further discussion the motion passed unanimously.**

### **Hearing of Patrons**

None present.

### **Correspondence**

Director Colin Rea received a letter from the law firm representing school and special districts in the timber management lawsuit. It requests that the district fill out a survey indicating what they would do with any monies received.

## **ITEMS OF BUSINESS**

### **Swearing-in of new board member**

Newly elected board member Steven Recca was sworn in by Business Manager Lesley Steppan.

### **Proposed Edit to Policy Manual**

**Jerri Moore made a motion to amend Chapter 2, section 2.05B of the policy manual to allow for a board chair to serve more than two consecutive terms. Motion seconded by Steve Recca. With no further discussion, the motion passed unanimously.**

### **Elect Board Officers for 2021-2022**

**Jerri Moore nominated Eric Carlstrom as board chair. Nomination seconded by Steve Recca. With no further nominations, Eric Carlstrom elected as board chair unanimously.**

**Eric Carlstrom nominated Jerri Moore as vice-chair. Nomination seconded by Steve Recca. With no further nominations, Jerri Moore was elected vice-chair unanimously.**

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## **Adopt Board Calendar**

**Bri Piccioni made a motion to adopt the 2021-2022 Board Calendar. Motion seconded by Steve Recca. With no further discussion, the motion passed unanimously.**

## **COVID Service Levels**

Director Colin Rea reported that he is starting to look at the schedule to add the last remaining 5 to 6 hours needed to return the library to a pre-COVID level. Once the part-time clerk position that was left empty in 2020-2021 is filled, the staff levels will be adequate to this purpose. He asked for board feedback on the idea of moving to a schedule whereby the library is open until 7pm four nights a week instead of 8pm three nights. A proposed new permanent schedule will be presented to the board as soon as the kinks are worked out.

## **A Fine Free Future**

Just prior to the onset of COVID, at the recommendation of the American Library Association, Director Colin Rea asked the board to consider the idea of eliminating late fees for all book. The consensus of the current board is that this is an idea worth pursuing. Because no late fees are being assessed during the pandemic, no action will be taken until such time as late fees would have been reinstated.

## **Strategic plan and library goals**

A copy of the library goals was included in the July board packet, and Director Colin Rea indicated that the goals are essentially on hold as the library navigates the current pandemic. He recommended that the library begin the process of crafting a new strategic plan once COVID is in the rearview mirror. Until then, the main goal of the library is to work toward a full resumption of library service levels. Colin is looking into the idea of a community survey to be conducted by a third party firm in order to start the planning process. Steve Recca recommended that LCOG might be a good resource.

## **REPORTS**

### **Chair**

Chair Erik Carlstrom was pleased that the library was able to open as a cooling center on the hottest recorded day in history.

### **Director**

A written report was included in the board packet.

### **Financial**

Jerri Moore asked why the July budget report does not show any water usage for the grounds. Business Manager Lesley Steppan indicated that she had not been separating this out from the overall utility bill, and the consensus of the board was that it is not necessary to do so in the future.

### **Foundation & Grants**

The Foundation has secured Seth Kantner as the headline author for Writers & Wine and continues to prepare for an in-person event.

### **Grounds**

Nothing to report.

### **LCOG**

Nothing to report.

### **Art**

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Nothing to report.

**Technology**

Nothing to report.

**POLICY REVIEW**

Chapter 3 was read aloud and reviewed. No changes were made other than a minor formatting issue.

**FOR THE GOOD OF THE ORDER**

Jerri Moore is looking to attend a virtual training in September offered by SDAO.

Chair Erik Carlstrom adjourned the meeting at 8:06 pm.

Respectfully,

Colin Rea, Library Director