

Fern Ridge Library Board of Directors Meeting
Minutes 1/10/2018
Approved 2/14/2018

Board Members: Bob Hladky, Becky Lemler, Erik Carlstrom,
Steve Brock; Olivia Johnston
Staff: Director: Colin Rea; Business Manager: Jerri Moore
Guests: Dan Caplis; Foundation Treasurer, Karen Johnson; Foundation consultant
Patrons: None

OPENING

Call to Order

Chair, Robert Hladky, called the meeting to order at 7:05pm.

Invited Guests

Dan Caplis, treasurer of the Fern Ridge Library Foundation and Karen Johnson, a consultant working with the Foundation introduced themselves and gave a report on accomplishments for 2017. Karen began with an overview of the history of the Foundation, a 501c3 founded in 1995. She related the mission and purpose of the group.

Becky L. asked a question about how Foundation board members are recruited and suggested a web form for those interested. Dan C. replied that a web site update was in the progress and that her suggestion would be considered.

Karen continued to highlight the endowment fund, the Writers and Wine events, the Community Partner program, and the project for 2017, a renovation to the kid's area.

Dan C. gave a financial update, indicating that \$30,000 had been raised in 2017 and that the endowment fund was up over \$16,000. He thanked Steve Brock in his role as board liaison to the Foundation and thanked Director Colin R. for his work as library director.

Review Agenda

Colin R. advises that the policy review be tabled, as he has asked the attorney of record to look over the proposed Harassment Policy before the board adopts any changes.

Review Minutes

Approved as presented.

Hearing of Patrons

None.

Correspondence

None.

ITEMS OF BUSINESS

Foundation update

As presented earlier in the meeting.

SDAO Conference – finalize plans

Jerri asked if there were any changes to the attendance. Bob H. and Director Colin R. will not be attending the conference. Olivia J. is still undecided. A discussion of who might attend which sessions and the quality of each session followed.

Review director's job description

The job description for the position of library director was distributed in the board packet. Bob H. and Colin R. gave a brief history of the changes to the position. Olivia J. made two suggested changes regarding outreach to the school district and about the addition of a line about 'other duties...'

Erik Carlstrom moved to approve the director's job description as amended. Steve Brock seconded. Following discussion, the motion passed unanimously.

REPORTS

Chair

Bob H. announced that he received notice of an agreed upon meeting date for collective bargaining. The bargaining unit will meet on January 22nd from 3-6pm.

Director's report

Colin R. noted that his written report was included in the board packet.

Financial

Bob H. asked why there is a negative number in the reserve fund balance. Jerri M. indicated that is the result of not entering the amount of the fund balance until the exact number is known as the result of our audit. This causes the line item to go negative against the budget projection. Jerri then reported that the audit report was filed January 12, 2018. Colin R. supported Jerri's practice of waiting for the audit numbers.

Foundation and Grants

No additional report.

Grounds

Nothing to report. Colin R. lauded Dave for the appearance of the grounds. Steve B. asked when the grounds committee will start up again in the spring; Bob H. replied 'next month.'

LCOG

Nothing to report.

POLICY REVIEW

Tabled.

FOR THE GOOD OF THE ORDER

Colin R. announced that it was his daughter's birthday and that she was 19 today.

Becky L. requested the agenda for each board meeting be posted to the website.

Chair Robert Hladky adjourned the meeting at 8:15pm.

Respectfully,
Colin Rea, Library Director.

The next regularly scheduled board meeting will be Wednesday, February 14, 2018 at 7:00pm.