

Fern Ridge Library Board of Directors Meeting
Wednesday, February 15, 2023
Meeting conducted live and virtually via ZOOM

Board Members: Erik Carlstrom; Olivia Johnson; Jerri Moore; Steve Recca; Jennifer Chambers

Staff: Business Manager: Lesley Steppan

Invited Guests: Karen Johnson; David Floyd; Anne Shelton

Public:

OPENING

Call to Order

Chair Erik Carlstrom called the meeting to order at 7:06 pm.

Review agenda

An update from the invited guests from the Fern Ridge Library Foundation was added to the agenda.

Review minutes

Jerri Moore moved to accept the minutes of the January, 2023 board meeting and the minutes of the executive session during the meeting as presented. Motion seconded by Jennifer Chambers. With no further discussion, motion passed unanimously.

Hearing of Patrons

None.

Correspondence

None

ITEMS OF BUSINESS

Foundation Update

After introductions, Karen Johnson walked everyone through the 2022 Foundation Report that was included in the board packet. The Foundation added three new board members and their fundraising goals all centered on monies for wireless devices such as hotspots and mobile laptops.

Dr. David Floyd spoke about the need for input from the board and the library regarding fundraising goals for next year, and Anne Shelton spoke about the success of the Writers and Wine event.

The endowment fund continues to grow and stands over \$210,000 dollars as of December of 2022. There is a plaque located in the entryway to the library to honor donors who have given over \$1000 to the endowment fund.

Colin Rea gave an update on the Emergency Connectivity Fund grant, which is still under consideration.

With the loss of the local newspaper, a discussion about networking and advertising possibilities wrapped up the info-share.

Director Job Description and Contract

Both documents have been distributed to board members and will be reviewed as homework before the March board meeting.

Board Members to File for Election

Jennifer Chambers has already filed for the election, Jerri Moore and Olivia Johnson must do the same by March 16.

SDAO Wrap-up

Jerri Moore had a great time and attended several sessions with a legal bent, including one on real estate. She did not attend the session on Oregon Family Leave Act (OFLA), which was attended by Colin Rea. The family medical leave fund deductions have begun as of January, 2023. The library is only collecting 0.6% from the employees at present, though that may change as the rules are adjusted and codified by new laws. Union bargaining could also affect deductions in the future.

From the legislative updates, Steve Recca reported that the library may not have to pay for a full audit should HB2110 adjust the audit exemptions for municipal corporations.

The next SDAO will be in Seaside in 2024.

Volunteer Recognition

Keeping the discussion about the future of volunteer recognition and of the holiday potluck alive, the board still has no ideas for how to proceed. In order to better understand the needs of the volunteers, the library will conduct a short survey to better inform this discussion and future decisions. Results to follow in March.

One idea that gained traction was to do something in conjunction with one of the community events that already exists, such as the community BBQ or the Writers & Wine celebration.

Executive Session

The board entered an executive session at 8:03pm and, having made no decisions, exited the executive session at 8:10pm.

REPORTS

Chair – E. Carlstrom

Nothing to report.

Director – C. Rea

Colin gave an update on the status of the roof replacement and the solar panel installation. He also spoke to the status of the ECF grant and the need to budget for new a new WIFI router in the coming year.

Financial – L. Steppan

A printed report was submitted. Expenditures are still below budget for the year-to-date.

Foundation & Grants – C. Rea

Nothing to report.

Grounds – S. Recca

Steve shared a document submitted by the grounds committee regarding how certain beds were weeded by the grounds company. Colin indicated that when he saw what the contractors were doing he asked them to stop, though they had already used blowers and trimmers on most of the areas that are to be hand

weeded. He will make sure the landscape company has updated instructions to leave those areas to the grounds committee for weeding and pruning.

LCOG – S. Recca

Nothing to report beyond the creation of a new mission statement.

Art – J. Moore

Jerry invited all to the reception for the newest artist on display in the Conference Room, Jann Le Blue.

Technology – E. Carlstrom

Nothing to report.

POLICY REVIEW

None.

FOR THE GOOD OF THE ORDER

SUGGESTIONS FOR NEXT MEETING

Chair Erik Carlstrom adjourned the meeting at 8:32 pm.

Respectfully,
Colin Rea, Library Director