

Fern Ridge Library Board of Directors Meeting  
**Draft Minutes 08/09/17**  
**Approved 09/14/17**

**Board Members:** Robert Hladky; Erik Carlstrom; Steve Brock;  
Becky Lemler  
Absent (excused): Olivia Johnson

**Staff:** Director: Colin Rea; Business Manager: Jerri Moore;

**Patron:** None

## **OPENING**

### **Call to Order**

Chair, Robert Hladky, called the meeting to order at 7:07 p.m.

### **Review Minutes**

The Board meeting minutes of 07/12/17 were approved.

### **Swearing in of Erik Carlstrom by Jerri Moore**

### **Hearing of Patrons**

None.

### **Correspondence**

None presented.

## **ITEMS OF BUSINESS**

### **Review District Affiliations & Committees**

The board reviewed the district affiliations for 2017-2018. New board members Becky Lemler and Erik Carlstrom were assigned to the Art committee and the Technology committee respectively. A copy of the updated affiliations will be distributed in the September board packet.

### **Designations of Record**

Jerri Moore presented the designations of record for 2017-2018.

**Steve Brock moved to approve the Designations of Record as presented. Erik Carlstrom seconded.**

**Following Board discussion, the vote was taken and the motion was passed unanimously.**

### **Director Contract**

J. Moore presented a document showing the vacation comparisons of several other library directors in the state of Oregon.

**Erik Carlstrom moved to approve 160 hours of vacation for the director with verbiage included in the contract requiring approval from the board if more than 120 hours are to be taken at a time. Steve Brock seconded.**

**Following Board discussion, the vote was taken and the motion was passed unanimously.**

The board directed Colin Rea to bring a salary comparison to the next board meeting to set salary for the next contract.

### **Strategic Planning**

C. Rea reported that it is time to begin a strategic planning process. As previously directed by the board, he will conduct this process. The board will do a SWOT analysis during the September Board meeting. Colin will look into resources offered by SDAO to facilitate planning.

### **REPORTS**

#### **Chair – Robert Hladky**

Chair, Robert Hladky reported that he found the board training offered in July was very informative.

#### **Grounds Report – R. Hladky**

The grounds committee will have a work party at 9am on July 11<sup>th</sup>.

#### **Director's Report – Colin Rea**

C. Rea mailed a May written report and entertained questions. There was a discussion about censorship in the library and the response sent to a patron regarding a material challenge to a DVD.

#### **Financial Report – Jerri Moore**

J. Moore mailed a written report. She also provided a volunteer hour report for the 2016-17 fiscal year. Olivia Johnson was assigned to sign off on charge accounts.

#### **LCOG – Steve Brock**

S. Brock attended an emergency meeting of LCOG to vote on a budget expenditure. No date was noted.

#### **Foundation & Grants – C. Rea**

Nothing to report.

### **POLICY REVIEW**

Tabled until September.

### **FOR THE GOOD OF THE ORDER**

Nothing to report

Chair Robert Hladky adjourned the meeting at 8:47 p.m.

Respectfully,

Colin Rea, Library Director.

**The next regularly scheduled Board Meeting will be Wednesday, September 13, 2017 at 7:00 p.m.**