

Fern Ridge Library Board of Directors Meeting
Minutes 12/13/2017
Approved 01/10/2018

Board Members: Bob Hladky, Becky Lemler, Erik Carlstrom,
Absent (excused): Steve Brock; Olivia Johnston
Staff: Director: Colin Rea; Business Manager: Jerri Moore
Patrons: None

OPENING

Call to Order

Chair, Robert Hladky, called the meeting to order at 7:01pm.

Review Agenda

Becky L. inquired about the SDAO conference as an item of business. Jerri M. reported that she had some correspondence from SDAO, and the plans for the conference were added to the items of business.

Review Minutes

The Board meeting minutes of 11/08/2017 were approved as presented. Chair Bob H. requested more detail in the minutes, so that in the future the board would remember exactly what was discussed.

Hearing of Patrons

None.

Correspondence

Jerri M. noted that she received information about hotels for the 2018 SDAO conference and reserved rooms for the board and staff who might attend.

Director Colin R. reported that representatives from Weyerhaeuser stopped by the library to deliver the letter indicating that the library Foundation would receive a grant of \$2500 toward the development of a tactile learning station in the kids area.

ITEMS OF BUSINESS

Potluck debrief

Becky L. reported that the potluck went smoothly, with food set up in the staff kitchen and socializing and entertainment kept in the Konnie room. The entertainment was well received, and the attendance was on par with previous potlucks.

Colin R. indicated that staff remarked that by keeping the party in the Konnie Room and not out into the library (for the sake of the new carpets,) there was a feeling that people were more social and did not move off into areas where they could avoid talking to other volunteers.

Colin R. reported that a volunteer, Bonnie ___ asked that her name be put up as a possibility for entertainment last year, as it has been a while since she was asked to bring her guitar and sing Christmas carols.

Holiday calendar/closing

Director Colin R. requested that the district observe the Christmas Eve holiday on Saturday, December 23rd instead of on December 24th. As Christmas Eve and Christmas both fall on days the library is already closed this year, there is a bottleneck as staff must schedule other off days within a short amount

of time to account for the holiday time owed. After a discussion about how busy the library is likely to be on the 23rd...

Erik Carlstrom moved that the district close the library on Saturday, December 23rd to observe the Christmas Eve holiday. Becky Lemler seconded. Following discussion, the motion passed with a unanimous quorum of three votes.

SDAO conference

Business Manager Jerri M. distributed the brochures for the February conference in Seaside, OR. She reported that the hotel rooms are reserved and that she will register all attendees and their guests as each is confirmed. Chair Bob H. urged new board members to attend the pre-conference and warned all attendees to be wary of the weather and the drive to the coast in early February.

REPORTS

Chair

Bob H. replied to a request from OSEA representatives Jill Simmons that January 23rd was a good date for a meeting. Director Colin R. asked if the chair would like the agendas for the coming board meetings to notice the possibility of an executive session. After discussion, it was decided this would be necessary beginning with the February meeting.

Director's report

The director's report was written and included in the board packet. Colin R. answered questions about the dates for the final carpet installation.

Financial

Jerri M. distributed the monthly statement and pointed out that as of this report, \$594,923.65 in taxes had been collected (approximately 95% of budget.) Director Colin R. reported that the adopted budget for FY2017-18 is now posted on the library website.

Foundation and Grants

None

Grounds

Bob H. indicated that the bark will be purchased and laid down in January of 2018.

LCOG

Nothing to report.

POLICY REVIEW

Colin R. presented a harassment policy that merged parts of the existing policy and parts of the suggested policy from SDAO. Chair Bob H. decided that a vote to accept the policy should be tabled until such time as all board members are present.

Bob H. asked if this policy is meant to cover volunteers as well as staff. After reviewing the 'purpose statement' part of the policy, it is clear that volunteers are not covered. Director Colin R. will look into whether or not volunteers should be covered in this section of the policy manual or if a separated policy should exist for them.

Becky L. asked about the section of the policy on sealed records and if they represented actual practice. Colin R. indicated that they did.

FOR THE GOOD OF THE ORDER

Becky L. played Santa and gave out holiday cards and hand-made bookmarks to board members and staff present.

Chair Robert Hladky adjourned the meeting at 8:25pm.

Respectfully,
Colin Rea, Library Director.

The next regularly scheduled board meeting will be Wednesday, January 10, 2018 at 7:00pm.