Lane Library District

Board Meeting

Monday, February 27th, 2023, 5:00pm at the Creswell Library.

Regular Meeting

Attending: Public: None; Board Members: Erin Weatherly, Lisa Linnell-Olsen, Andrew Morgan, Sue Bowers, Eric Cullander; Nick Caum, Director.

Meeting called to order at 5:00 pm by Eric C.

Public Input: None

Consent Calendar: Sue B. moved to accept the consent calendar with the correct dates updated on the minutes. Lisa O. seconded. The motion passed unanimously.

Financial Report January: Nick detailed that he switched two items in the budget to correct where money was spent. Moving from maintenance to equipment as it was new duct work and not maintaining old equipment. Nick C. also updated the board on the new library app and its cost. Lisa O. asked about additional apps to support the community. Andrew M. moved to accept the financial report. Sue B. seconded. The motion passed unanimously.

Old Business

Continuation of Library Services: Nick C. attended the SDAO annual conference and was happy to learn that the board is operating well. Nick C. suggested that board members attend next year. Eric C. said that the board should set a goal of sending two board members to next year's SDAO conference. Nick also updated the board on a few of the programs that the library ran over the last month like Medicare 101 and Blind Date with a Book.

Monument Sign: The monument sign is set to be installed on 3/24.

Annex Doors: Nick C. said he had two bids in for the annex doors but wanted to wait one more week to try and get back another bid. Two other companies have come by and looked at the project. One has indicated that they are having trouble getting door prices from their suppliers. Nick C. asked to hold a special meeting in early March to select a bid. Giving more time for those to come in. If not, the library will select from the two available. The meeting is set for March 9th at 4:00pm.

Front Porch Update: There was a discussion about where the library should use its funds and how community spaces will look in the future. The loss of the community center is concerning. Nick C. will attend the next planning commission meeting at the City of Creswell. Nick will also check in about bidding on a smaller awning that would protect the front entry.

Nick C. also updated the board on his efforts to fix the ADA signage on the front of the building.

Mural Completion: Nick C. had several meetings set up with the muralist that got canceled because she was sick. Nick will continue to try and meet with her.

Benefits Update: Sue B. presented a draft that replaces the current family medical leave section of the Employee Handbook with PLO information combined with family medical leave. Sue suggested that everyone read the draft and see how they feel about the draft at the next meeting.

Retirement Plan: Nick C. shared that the library's financial advisor for retirement plans suggested moving away from the current 457 plan to a Simple IRA. Nick also shared that he has been having a hard time working with the existing fund management company because they are migrating the accounts to a new company. Lisa O. wanted to know if the financial advisor is a fiduciary. Nick will find out and set up a meeting/presentation for an upcoming board meeting.

New Business

Public Contracting Hearing: Nick C. presented the letter from the library's lawyers that showed the reasons and instructions for adopting these rules. Nick C. will send out the other information that he received from the lawyers regarding this process. Nick C. will set up a public hearing for the next regular board meeting (4/4) so that the board can adopt the rules at that time.

Director Contract: Nick C. presented a contract/agreement for employment between the library director and the Lane Library District. There was a discussion of some of the finer points, but they were seeking clarification and satisfactory answers were provided. Sue B. moved to approve the contract. Erin W. seconded. The motion passed unanimously. Nick C. and Eric C. both signed the document.

Announcements: Sue B. shared that she will not be seeking re-election. Nick C. also shared that Lane Council of Governments is looking for a representative from the library board.

Next Meeting Agenda Items: Benefits Update, annex doors, public hearing for adoption of public contracting rules, front porch, monument sign, mural, bricks.

Meeting adjourned at 6:37pm.

The next meeting will be on March 9th, 2023, at 4:00pm at the Creswell Library and via Zoom