Lane Library District

Regular Meeting of the Lane Library District Board of Directors

Monday, February 16, 2026, at 6:00pm at the Creswell Library and via Zoom.

Attending: Public: None; Board Members: Erin Weatherly, Eric Cullander, and Andrew Morgan. Nick Caum, Library Director.

Vicki Hemphill and Lisa Linnell Olsen were both absent.

Regular meeting of the LLD Board convened at 10:05am by Eric C.

Consent Calendar:

There were no issues found with the minutes. Andrew M. circled back to the social media conversation covered in the minutes. Andrew reiterated support for cutting back on social media engagement but wanted to make sure that the district maintained a foothold there. Nick C. stated his intent to use Facebook to link to the library website.

Eric C. asked a few questions about the reconciliations. After a quick review, Eric C. was satisfied.

Erin W. moved to accept the Consent Calendar as presented. Andrew M. seconded. All present voted in favor. The motion passed.

Financial Report for January 2026:

No issues with the January 2026 financial reports were noted. Andrew M. moved to accept the financial reports as presented. Erin W. seconded. All present voted in favor. The motion passed.

Old Business:

Employee Handbook Update for Review and Adoption: The review process began with Nick C. pointing out that everything in Red text is new while the black text is what is currently in the Handbook. The first red section dealt with ADA. Nick C. stated that it was his understanding that ADA didn’t apply to the District because staff size is below 6. However, Nick C. encouraged the board to leave this section in the HB. All present agreed. New hiring rules were highlighted, including veteran preference and internal job posting. The board decided that 5 days was an appropriate amount of time for any internal postings.

The next discussion was on pay following promotion and demotion. After some back and forth about exactly how to interpret the words on the page, the board decided to move forward with the text as presented.

Currently the District handles the Volunteer Coordinator’s pay as a differential. Nick C. suggested making that position its own thing instead of a differential. This would prevent the differential from falling behind (as identified in August 2025) and eliminate the need for differentials in the HB. Nick C. said that the board should look into differentials for bilingual but that can wait until a later date. The board felt this was the best option and instructed Nick to add the VC role to the pay scale sheet.

The following update in the HB notes what the District’s pay stubs have to have on them and that the district has to provide an explanation of each of the items on the pay stub.

Two lines of text were to be added. The first stating that pay upon promotion can be negotiated. The second line is to be added in the description of pay stubs and will state that employees can reach out to the Director for information regarding pay scales and merit based raises.

The remaining changes were all minor and didn't warrant discussion.

New Business

Salary Cap Findings: Information from other libraries was swapped. Erin W. suggested making a schedule for checking in on salaries. SPL does this every three years. Information gathered from other library's all showed 30 year step raises except for SPL which only had 9. The District's current salary scale also caps at 30. The board felt this was acceptable.

The remainder of the discussion centered around what the District's goal should be when completing a salary survey. General feelings were that the District was unlikely to ever offer the same pay packages as the bigger libraries and should instead focus on remaining "competitively attached." There was discussion about which libraries are the best comparison for the District to use. Nick C. suggested looking at other special district libraries as they will have a very similar management and government structure. It was pointed out that both Siuslaw and Fern Ridge have Assistant Directors. Erin W. asked about a comparison for the District's youth librarian. Nick C. stated that since we don't have a Librarian 1 and Librarian 2 positions, that the best comparison would be Librarian 1 at other libraries.

The board chose to continue the conversation again in March.

Budget for FY 27 Updates including New Budget Member:

Nick C. shared that the District needs a new Budget Committee member as Sue B.'s term has ended. The board offered no suggestions. Nick C. said he had an interested community member, Lori H. The board felt that Lori would be a strong candidate. Eric C. suggested waiting another month to hear if Lisa O. or Vicki H. had any suggestions. Nick C. asked for dates for the Budget Committee meeting so he can begin disseminating that information to the other Budget Committee Members. April 28th and May 5th were chosen as good dates for the BCM.

Erin W. moved to appoint Nick C. as the budget officer for FY 27. Andrew M. seconded. All present voted in favor. The motion passed.

Announcements:

Nick C. reminded the board that he would be away from the library starting midweek and running through the start of March.

Next Meeting Time and Agenda Items: Budget Updates including salary to stay along with Employee Handbook. Potential to work on updating board binders.

Erin W. expressed an interest in meeting on a Monday morning again since the next meeting would be during Spring Break. All present felt it was a good idea. However, they all also confirmed that they could meet at the regular time. The plan is to move forward with March 23rd at 10:00am meeting but to fall back to a March 24th meeting at 6:00pm if Vicki and Lisa are unable to make it to the Monday morning meeting.

Regular Meeting adjourned at 11:37am by Eric C.