

Lane Library District

Regular Board Meeting

Tuesday, March 29, 2022, 5:00 pm via Zoom.

Regular Meeting

Attending: Board Members: Sue Bowers, Eric Cullander, Lisa Linnell-Olsen, Erin Weatherly; Su Liudahl, Library Director; and Nick Caum, Youth and Community Services Librarian. Andrew Morgan was absent.

Eric C. convened the meeting at 5:04 PM.

Public Input: None

Consent Calendar (attached): Sue B. moved to accept the consent calendar as presented, Lisa O. seconded. The motion passed unanimously.

Financial Report (February): Su L. noted that there wasn't anything particularly noteworthy on the financial report except that we were doing well. Erin W. moved to approve the financial report, Sue B. seconded. The motion passed unanimously.

Old Business

Expansion Project Update: Su L. updated on the porch project bid process and reported that only two contractors attended the construction earlier that day. Bids are due on April 12. The Board tentatively set a special meeting for April 14th at 5pm to select a bid if necessary.

Continuation of Services/Reopening Plan: Su L. reported that the library reopened with the lifting of the statewide mask mandate, eliminating appointments and making masks optional except for the first hour of each day when masks are still required to protect the vulnerable and unvaccinated. Few problems have been reported.

New Business

Succession Planning: There was a brief discussion of the process and when it might be appropriate to bring in other stakeholders to help select a new Director. It was suggested that at some point during the interview might be appropriate. It was agreed that a Transition Committee would be helpful. Sue B. offered to be one of the members and it was suggested that Andrew Morgan might be willing to serve as the second committee member to serve along with Su L. Eric C. said that he would be willing to serve on the committee if Andrew wasn't able to. Sue B. suggested that a job description would be a good place to start and offered to begin work on that.

Su L. suggested that it might be beneficial to have Nick Caum officially appointed as Acting Director during her upcoming absence for medical leave (whenever that happens). Sue B. moved that Nick be so appointed. Erin W. seconded and it was approved unanimously.

Secretary Pro Tem Appointment: Sue B. moved to appoint Nick C. as Secretary Pro Tem so he can serve as Secretary when Su L. is unavailable. Erin seconded and it was approved unanimously.

Budget Planning: Su L. mentioned that the cost of living for our region was 8.1% for the 12 months preceding February 2022 and may be even higher by the time we do the budget. She wanted to point it out so no one would be shocked when salaries are discussed at the April meeting. It was suggested that we should also budget for more janitorial expenses in the coming year since it's not good for morale to have staff regularly cleaning the public restrooms when the library is fully open.

Sue B. moved to appoint Nick Caum as the 2022/23 Budget Officer for the Lane Library District. Erin W. seconded and it passed unanimously. Erin W. moved that Cynthia Knight be appointed to the Budget Committee. Lisa O. seconded and her appointment passed unanimously. A second Budget Committee member should be appointed at the next meeting.

Agenda Items for Next Meeting: At the next meeting we discuss continuation of services, the results of the bids for the porch project, transition planning, budget issues including salaries and appointment of one more Budget Committee member, and review of the Library Privileges and Circulation Policies.

Announcements: None.

Meeting adjourned at 6:05 pm.

The next Board Meeting will be Tuesday, April 26, 5:00 pm (via Zoom).