Lane Library District

Regular Meeting of the Lane Library District Board of Directors

Tuesday, January 23rd, 2024, 5:00pm at the Creswell Library.

Attending: Public: None; Board Members: Andrew Morgan, Vicki Hemphill, Lisa Linnell-Olsen, Eric Cullander; Nick Caum, Director. Erin Weatherly was absent.

Regular meeting of the LLD Board of Directors convened at 5:05pm by Vicki H.

Public Input: None

Consent Calendar: The Consent Calendar included Director's Reports and reconciliations for both November and December of 2023. Nick provided an update on how the library handled the ice storm and accompanying power outages. Including closures due to power outages at the library and extended hours to allow the public to charge devices and get access to the internet as many people in the community were still without.

There were a handful of minor typos to be corrected in both the Minutes and Director's Reports presented. Lisa O. moved to adopt the consent calendar items with the typos corrected. Andrew M. seconded. All present voted in favor and the motion passed.

Financial Report October: There wasn't much to report on the financial side. Nick C. said everything looks good. Lisa O., who does the reconciliation on behalf of the board, also stated that everything looks really good. Both Lisa and Nick pointed out that Grace D., the new bookkeeper for the library, has been doing an excellent job. Eric C. moved to accept the Financial Reports and presented. Lisa O. Seconded. All present voted in favor, the motion passed.

Old Business

Front Porch: Nick C. updated the board that he has been invited to join a group of people looking to potentially start a nonprofit to allow Creswell's Downtown to join the Oregon Main Street Program. Nick C. will update when he has more information. Nick C. also updated the board on how the new Public Contracting Rules will allow the library greater flexibility moving forward. More on Public Contracting Rules later in the meeting.

Mandatory Reporting Policy: The board reviewed the presented Mandatory Reporting Policy that has new instructions for volunteers of the library. Andrew M. caught one line that still referenced the old policy stating that volunteers needed to be trained annually. Nick C. will work the with library's volunteer coordinator to ensure that library volunteers know about this policy and that the training is still available to them if they want to complete it. Andrew M. moved to adopt the policy with the changes to volunteer training. Lisa O. seconded. All present voted in favor. The motion passed.

Public Meeting Policy: The board reviewed the presented policy with the changes asked for at the last meeting. There were a few clarifying questions but nothing was changed in the policy before Eric C. moved to adopt the policy as presented. Andrew M. seconded. All present voted in favor. The motion passed.

Circulation Policy: The board reviewed the current circulation policy. The board talked about volunteering to earn a library card, out of district fees, suspension of privileges, and how the ILS handles

these types of things. Nick C. presented changes to various item check out limits, including increasing the New Book Checkout limit to 5, extending Video and Game circulation periods to two weeks, and Music and Audiobooks to four weeks. They also discussed removing the "Any items on any one topic or subject" rule. They also discussed what an entirely "fine-free" library would look like and instructed Nick C. to gather data from the Creswell Library and other libraries.

Nick C. will revise the policy and present an updated draft for the board prior to the next meeting along with any data he finds.

New Business

Q&A with Locke Befield – Library Retirement Plan: Locke was unable to join the meeting and will instead join next month.

Public Contracting Rules Update Adoption: Nick C. made a mistake on the agenda and did not put that it was a joint meeting of the Lane Library District Board of Directors and the Local Contract Review Board. Because of this, the board could not adopt the changes to the District's current Public Contracting Rules. Nick C. will correct this mistake and have a proper agenda for February. The board did review the changes proposed to the rules. They all provide the library greater flexibility moving forward and are part of the Attorney General's Model Public Contracting Rules Revisions from 2023.

Next Meeting Agenda Items: New and Old business uncompleted to remain. No expected additions.

Meeting adjourned at 7:03pm by Vicki Hemphill.

The next meeting will be on February 27th, 2024, at 5:00pm at the Creswell Library and via Zoom