Lane Library District

Regular Meeting of the Lane Library District Board of Directors

Tuesday, February 18th, 2025, at 6:00pm at the Creswell Library and via Zoom.

Attending: Public: None; Board Members: Eric Cullander, Erin Weatherly, Andrew Morgan, Lisa Linnell-Olsen. Nick Caum, Director. Victoria Hemphill was out for a planned absence.

Regular meeting of the LLD Board of Directors convened at 6:03 pm by Erin W.

Erin W. turned the meeting over to Cody S. for a presentation on the audit. There were no issues with the audit and the library was found to be following all required actions and to be in good financial standing. Lisa O. arrived during the presentation.

Consent Calendar: There were two minor typos in the Director's Report. Nick C. will correct them. Eric C. pointed out the decline in Total Cardholders. Nick C. said that he sees it as an issue and has reached out to the ILS manager to get automated emails sent out to people when their library cards are about to expire. However, he has been having trouble getting them to take action on his recent requests. He has a meeting coming up in March and will broach the issue then. Eric C. moved to accept the Consent Calendar with the two typos corrected. Andrew M. seconded. All present voted in favor. The motion passed.

Financial Report January: There was little discussion about the Financial Report. Everything is going as expected.

Old Business:

Budget Request – Sunday cost analysis: Nick C. reported that it would cost between $6000 and $7500 per year to staff the library on Sundays. The range is to allow for the lowest paid employee vs the highest paid hourly employee. It also assumes that there will be enough volunteers to help at the front desk. Nick C. said that, after looking at all the numbers he is confident that the library can open on Sundays but that the staff had mixed feelings about doing so. Nick C. then suggested that the board consider normalizing hours and suggested being open from 10am – 6pm Monday – Friday instead of the current hours that are not consistent. He said the library can do both, normalize hours and open on Sunday, but he would prioritize normalizing hours. He is currently gathering data about how many people are using the library in the first hours of opening and the final hour before closing as well as a few other metrics on how the library's physical space is being used. The board asked when they would need to make a decision on this, Nick C. said before the budget is presented to the Budget Committee in late April or May.

New Business

Study Room Policy: The board reviewed the Study Room Policy presented by Nick C. The goal of the policy is to set rules for the use of the study room with the intension of keeping it open and available for as many people as possible. Andrew pointed out an area were clarification was needed. Nick C. suggested an edit that clarified the rule. Nick C. also asked for minor editing power as he identified two uses of the word "also" that were unnecessary. After minor further discussion Lisa O. moved to adopt the Study Room Policy with the clarification suggested by Nick C. and Andrew M. and to allow Nick C. editing power as long as it doesn't change the spirit of the rule. Andrew M. seconded. All present voted in favor. The motion passed.

Next Meeting Time and Agenda Items: The next meeting is scheduled for March 25th at 6pm.

Announcements: The next Friends of the Creswell Library Book Sale starts on March 17th.

Meeting adjourned at 6:43 pm by Erin W.