Lane Library District

Board Meeting

Tuesday, August 30th, 2022, 5:00pm at the Creswell Library and via Zoom.

Regular Meeting

Attending: Board Members: Sue Bowers, Eric Cullander, Erin Weatherly, Andrew Morgan, Lisa Linnell-Olsen; Nick Caum, Youth Librarian/Acting Director

Meeting called to order at 5:02pm by Eric C.

Public Input: None

Consent Calendar: Sue B. moved to accept the consent calendar (minutes, Director's Report, and reconciliations) with a correction for a typo in the Director's Report. It should read "our" but instead reads "pour." Erin W. seconded. The motion passed unanimously.

Financial Repot June: Erin W. moved to approve the financial report as presented, Lisa L. O. seconded. The motion passed unanimously.

Old Business

Continuation of Services: Nick C. spoke highly of the library staff and praised their hard work. Eric C. suggested recognizing their efforts publicly. Sue B. suggested getting cards for the board to sign and gift cards for the staff. The board decided on a $50 gift card for each of the front desk staff.

Entrance/Sign Options/Awning/Vertical Wall/Logo: Nick C. detailed the issues with the RFP that was sent out at the board's request and that it had to be terminated. Nick C. and Su. L. spoke with Mark Knudson, a consultant with SDAO, to come up with a few options. Nick C. explained the different options available to the board. After discussing, the board decided to submit individual RFPs for each project since they are not necessarily related and because it would open the project up to more bidders. Lisa L.O. moved to split the project into three separate projects, vertical wall, awning, and sign, with the understanding that the advisement from Mark at SDAO will be followed. Seconded by Sue B. Passed unanimously.

Nick C. presented the new logos and explained that they are all free to use fonts. After a brief discussion, Lisa L. O. moved to accept the logo with the Tenor Sans font as the new logo. Sue B. seconded. The motion passed unanimously.

Parking Lot Update: Nick C. detailed the resealing of the parking lot and the issues with the wheel stops. Bill Spencer is going to remove the wheel stops and repair any damage done while doing so. The board decided to write a card thanking Bill for his work. The board also discussed community feedback on the resealing project which led into discussions of signage for the library parking lot. Nick will bring back suggestions for the next board meeting.

HVAC/ventilation projects: Nick provided a brief update on this project. The library received the grant funds for the project. However, the project has been temporarily put on hold while other projects are completed.

Annex Doors: No real updates here.

Mural Completion: No real updates here. Nick will look into the muralist's contract with the library.

Transition Update: Nick C. provided an update on the youth librarian job posting and invited Andrew M., Lisa L.O., and Erin W. to join in the interview process. Potential qualities that the board would like to see were discussed.

Su L. requested to stay on the payroll through October 15th. The board discussed briefly before Lisa L.O. made a motion to extend Su L.'s position and pay through October 15th to allow for a good transition with Nick C.. Motion passed unanimously.

New Business

Worker's Compensation for Volunteers: Sue B. pointed out that there are a few requirements that the library needs to be sure are kept up to date for the Worker's Compensation for Volunteers. Nick C. said he would confirm that the library is following those requirements. Sue B. moved that the board adopt Resolution 2022-02 Volunteer Worker's Compensation coverage resolution, making sure that the terms are followed. Erin W. seconded. The motion passed unanimously.

Director Review: Sue B. pointed out that there was no Director Review completed for Su L. this year. However, due to her retirement in October, the board elected to skip the review as long as Su L. was comfortable doing so. Eric C. will reach out to Su L. to confirm.

Chair and Vice Chair Election: The position of chair was opened up to anyone on the board willing to take it. Eric C. agreed to serve again if no one else wanted to take on the role. Lisa L.O. moved that Eric C. continues to serve as Chair. Sue B. seconded. Eric. C abstained; all other votes were in favor. Motion passed. Sue B. moved that Erin W. be elected Vice Chair. Lisa L.O. seconded. Erin W. abstained; all other votes were in favor. Motion passed.

New Director Permissions/Access: Nick C. addressed the issue of needing to grant the new director, Nick C., the power or permission to do all of the things that Su L. has been doing. Control over financial accounts, enter into contracts, etc. Lisa L.O. moved to grant the interim library director all the privileges, responsibilities, and powers required of the role of library director that were previously assigned to Su L.. Sue B. seconded. The motion passed unanimously.

Next Meeting Agenda Items: Keeping the old business on the agenda. Sue B. mentioned that the board needs to recognize and celebrate Su L.'s retirement. It was suggested that a party be put on hold until Su is up for attending.

Announcements: None.

Meeting adjourned at 6:42pm.

The next will be on Tuesday, September 27th, 2022, at 5:00pm at the Creswell Library and via Zoom