Lane Library District

Regular Meeting of the Lane Library District Board of Directors

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

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

Regular meeting of the LLD Board of Directors at 5:01pm by Erin W.

Public Input: None

Consent Calendar: There was discussion about promoting programs and the best way to accomplish that goal. Also, discussion about partnering with the school district and Food for Lane County during the summer. The state of volunteerism was also touched on. When asked about the reconciliation Lisa O. pointed out the library's move to QuickBooks Online as something that was causing issues but overall looks to be a benefit. Nick C. stated that it has been a frustrating change and has taken up a great deal of the bookkeeper's time and Nick's time. There were a few minor questions about record retention. Eric C. moved to accept the Consent Calendar as presented. Lisa O. seconded. All present voted in favor. The motion passed.

Financial Report March: Nick C. talked about the Oregon Humanities grant funded programs and the overall increase in adult programming has had a direct impact on the costs to that line item. He thinks it might be close to going over the line item. Nick C. also stated that the way the financial reports are presented will likely be changing due to the move to QuickBooks Online. To make the report present the same way as before, Nick C. had to copy each line item individually. The report produced by QuickBooks Online provided more detail than the current one. Example: Traditional Report shows Telecommunications as one line item. The new report shows Telecommunications as two line items. One for internet and one for phone. Andrew M. moved to accept the Financial Reports as presented. Liso O. seconded. All present voted in favor. The motion passed.

Old Business

Bylaw Updates and Approval: All board members must be present to adopt bylaws changes. No action taken.

New Business

New Shelving Update: Nick C. shared that the cost to purchase end panels for additional shelving is quite high. Over $1600. Nick C. presented an alternative in steel end panels that cost $335. Eric C. offered to look into building the end panels himself and having someone else finish them.

Budget Committee Members: There are three open positions on the budget committee. Nick C. presented three candidates. Two of them filled out applications for the full three-year term. The third will replace a previous committee member who is no longer eligible (moved out of the district). The board reviewed the candidates. Eric C. moved to appoint Kathryn Dumas and Kathryn Perez to the Budget Committee for full terms and to appoint Sue Bowers to finish out the term of the ineligible committee member.

Employee Benefits Renewal: Nick C. updated what he has learned about potential 457 record keepers. After speaking with several experts in the field he now has a meeting with Oregon Growth Savings Plan. Nick C. invited up to two board members to join the meeting.

Nick C. also presented benefit changes from SDIS related to health insurance. The board discussed the merits of changing but ultimately decided that the staff is happy with the provided plans and the price is right for the library. Lisa O. moved to renew the plan as it stands. Andrew M. seconded. All present voted in favor. The motion passed.

Patron behavior in the library: Nick C. rehashed an incident of bullying in the library. Nick C. explained the steps he took to handle and address the teens and adult involved. The board became curious about how incidents like this should be approached in strategic planning.

Strategic Planning: Discussion about strategic planning began with the question, how does the library involve teens in the future of the library? The library already has a Teen Advisory Board and Nick C. will be sure that they are involved. There was discussion about having a survey specifically for teens and their desires.

Nick C. spoke with the other LCOL libraries, and they are willing to share the work that they have done on strategic planning. Nick C. also shared templates provided by various library institutions. Nick C. presented a draft of a community survey that he created. He is hoping for feedback from the board.

Internet and Computer Use Policies: Nick C. asked to pause work updating policies while he finishes out the budget cycle and working on strategic planning. The board agreed.

Announcements: Nick C. passed out internet and computer use policy packets. They contain the policies from other libraries and the Creswell Library policy. The board will review them.

Next Meeting Agenda Items: Old Business to stay, strategic planning, budget committee, shelving update and 457 plan discussion.

Meeting adjourned at 6:35pm by Erin Weatherly.

The next meeting will be on May 21st, 2024, after the Budget Committee Meeting (begins at 5pm) at the Creswell Library and via Zoom