

Josephine Community Library District
Board Regular Meeting Minutes
Wednesday, March 17, 2021 at 5:30 pm
Virtual Meeting
Call (669) 900-9128. Meeting ID #881 2032 9417

Members present: Pat Fahey, John Harelson, Laurel Samson, Beecher Ellison, Gina Marie Agosta

Members absent: none

Staff present: Library Director Kate Lasky, Communications Manager Brandace Rojo, Business Manager Kedron Hay, Public Services Director Norma Singer, Adult Services and Volunteer Manager Amy King

Contractors: Communications Specialist Teresa Stover

Guests: Library Foundation Executive Director Rebecca Stoltz and Library Foundation Liaison David Mannix

CALL TO ORDER. Mr. Fahey called the meeting to order at 5:31 pm.

STANDING ITEMS

Approval of agenda. No changes were made to the agenda.

Motion: Mr. Ellison moved to approve the consent agenda. Ms. Samson seconded. The motion passed unanimously.

Approval of consent agenda. Below are items included in the consent agenda.

- **February 17 minutes.** No changes were requested.

Motion: Mr. Ellison moved to approve the consent agenda. Ms. Samson seconded. The motion passed unanimously.

Public comment. There was no public comment.

Correspondence. There was no public correspondence.

STRATEGIC PLANNING PREPARATION

Strategic plan. Ms. Lasky shared the overview including library core services to include with the strategic plan for the board to review.

STAFF REPORTS

Library director's report. Ms. Lasky reviewed the Library Director's Report dated March 17, 2021. The following are highlights:

- As part of the library reopening plan, volunteers have begun reintegrating into library operations and in-person service is planned for the end of the month.
- Additional funding is coming through ARPA distributed to the State Library of Oregon. Some of that may be distributed through special districts.
- Building American Libraries Act is growing support in Congress.
- Ms. Lasky presented to the City of Cave Junction to present the past and upcoming changes to the Illinois Valley branch.

- The library is looking at the possibility of applying for a Community Development Block Grant for the Illinois Valley branch in 2021.
- Patrons are beginning to use the library website in Spanish now that all pages have been translated.

Financial report. Ms. Hay reviewed the February Financial Statement memo dated February 28, 2021. She also reviewed the Profit & Loss Budget vs. Actual–General Fund statement through February 2021, the Profit & Loss statement for grants through February 2021, and the Balance Sheet as of February 28, 2021.

Budget officer's report. Ms. Lasky shared that budget assumptions based on the 3-year financial plan. The Budget Committee is scheduled to convene virtually on April 7, 2021 at 5:30 pm.

ACTION ITEMS

First reading: Financial Planning Policy 2-11. The board of directors reviewed the financial planning policy.

BOARD MEMBER REPORTS

Library Foundation liaison report. Mr. Mannix reported that the spring fundraising drive is scheduled for April 15–May 31. Members of the library foundation board of directors attended a fundraising webinar in March. Welch Investment is going to be a drive sponsor for the Spring Fundraising Drive.

Ms. Lasky and Ms. Stoltz are working on securing two other sponsors.

Facilities Oversight Task Force. Ms. Samson reported that there is a 2-acre piece of land in Williams that the library foundation is looking at for a possible library in the future.

ANNOUNCEMENTS

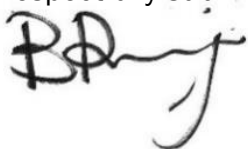
Comments from board members. Mr. Ellison announced that tomorrow is the last day to register to take over his seat on the library board.

Date and agenda items for next meeting. Mr. Fahey announced that the next regular meeting will be at 5:30 pm on Wednesday, April 21 and the budget hearing is Wednesday, April 7.

ADJOURNMENT

The meeting adjourned at 6:34 pm.

Respectfully submitted,



Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District