

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, August 18, 2021 at 5:30 pm
Virtual Meeting
Call (669) 900-9128. Meeting ID #873 3139 1488

Members present: Gina Marie Agosta, Laurel Samson, Rachele Selvig, Pat Fahey

Members absent: none

Staff present: Library Director Kate Lasky, Communications Manager Brandace Rojo, Business Manager Kedron Hay, Public Services Director Norma Singer

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 5:32 pm.

STANDING ITEMS

Approval of agenda. There were no changes to the agenda.

Approval of consent agenda. Below are items included in the consent agenda. No changes were requested.

- July 21 minutes
- Resolution 2022-007 Policy 4-5-2
- Resolution 2022-008 Policy 3-4-2

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

Public comment. There was no public comment.

Correspondence. There was correspondence.

STAFF REPORTS

Library director's report. Ms. Lasky reviewed the Library Director's Report dated August 18, 2021. The following are highlights:

- Ms. Lasky introduced a partnership with AllCare Health for Connect Oregon. Partnership may require that the library develop a position for a social worker/public safety person at the library. Jackson County Library is currently partnering with AllCare Health for this program.
 - Mr. Fahey requested that board members explore the idea by watching the videos Ms. Lasky provided and by having the social worker from Jackson County Library Services attend a future board meeting to share more about the service he is providing.
- All four branches have pulled back to curbside pick-up service only due to exposure at the Grants Pass branch and the spread of the Delta variant.

- New hires include a Wolf Creek branch manager and a library assistance in the communications department focusing on outreach to the Latinx and Spanish-speaking communities.
- The Grants Pass Friends of the Library has decided to dissolve its nonprofit.

Financial report. Ms. Hay reviewed the July Financial Statement memo dated July 30, 2021. She also reviewed the Profit & Loss Budget vs. Actual–General Fund statement through July 2021, the Profit & Loss statement for grants through July 2021, and the Balance Sheet as of July 30, 2021.

Annual report. Ms. Lasky reviewed the FY20-21 Annual Report. The following are highlights:

- Last fiscal year was a complete COVID year that is hard to compare to other years.
- The needs assessment that informed the current strategic plan took about a year to complete during the pandemic.
- The library is still working on Interlibrary Loan with Jackson County.
- Circulation of physical items went down, while usage of ebooks, audiobooks, and the library website increased significantly.

ACTION ITEMS

Board signature resolution. Ms. Hay reported that three board members need to be listed as signers with the library's People's Bank account.

Motion: Ms. Agosta moved to appoint Pat Fahey, Laurel Samson, and Rachele Selvig as signers. Ms. Samson seconded. The motion passed unanimously.

Board appointment. Ms. Samson reported that there was a great batch of applicants for the open board position. Ms. Lasky shared that Brenda Aguilera scored the highest points.

Motion: Ms. Agosta moved to nominate Brenda Aguilera for Position 5 on the board of directors. Ms. Selvig seconded. The motion passed unanimously.

First reading: Personnel Policy. The board reviewed Operations Policy: mandatory vaccines. The board discussed a proposed policy to require COVID-19 vaccinations of all library employees.

Library director annual evaluation process. Ms. Samson is suggesting using the same template that was used during last year's annual evaluation. All board members agreed.

BOARD MEMBER REPORTS

Library Foundation liaison report. Mr. Mannix reported the double match for the New Chapters crowdfund. So far, \$51,383 has been raised towards the \$110,000 goal.

Facilities Oversight Task Force. Ms. Samson reported that progress is being made on the Community Development Block Grant for the Illinois Valley branch.

\$900,000 from ARPA funding should be coming in for the Illinois Valley Renovation Project in October 2021.

ANNOUNCEMENTS

Comments from board members.

Date and agenda items for next meeting. Mr. Fahey announced that the next regular meeting will be at 5:30 pm on Wednesday, September 15.

ADJOURNMENT

The meeting adjourned at 7:02 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'BRojo', written in a cursive style.

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District