

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, November 17, 2021, at 5:30 pm
Virtual Meeting
Call (669) 900-9128. Meeting ID #857 5170 8619

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

Members absent: Brenda Aguilera

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

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

CALL TO ORDER. Mr. Fahey called the meeting to order at 5:40 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.

- **October 20 minutes**
- **Resolution 2022-10 Policy 4-2-2**
- **Website maintenance contract authorization**

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

Public comment. There was no public comment.

Correspondence. There was no correspondence.

STAFF REPORTS

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

- Received Economic Development funds from the county. They are covering the cost of new carpeting and asbestos abatement. The library in Grants Pass plans to close the last two weeks of December to have this work done.
- There is an issue of people sleeping in their cars outside of the Williams branch and the Williams Elementary School. Ms. Lasky would like to pay private company for additional patrol of the area at night.
- Interlibrary Loan is working again.
- The library is currently promoting the county's broadband survey on the civic engagement subject guide.
- Collection development and weeding are a challenge due to the past two years of the pandemic causing low circulation of print books. The collection development team is using different metrics to continue weeding the collection at this time.
- The library is still seeking a technical services manager and a Wolf Creek branch manager.

Financial report. Ms. Hay reviewed the October Financial Statement memo dated October 31, 2021. She also reviewed the Profit & Loss Budget vs. Actual-General Fund statement through October 2021, the Profit & Loss statement for grants through October 2021, and the Balance Sheet as of October 31, 2021.

ACTION ITEMS

First Reading: Operations Policy. The board reviewed the collection development policy revision.

BOARD MEMBER REPORTS

Library Foundation liaison report. Ms. Stoltz announced that the fall fundraising drive launches just after Thanksgiving.

The property purchase contract for the new Williams property has been extended through March 2022 as state ARPA funds have not been released yet.

On November 30, the library will find out if the Community Development Block Grant was approved.

Facilities Oversight Task Force. The task force did not meet this month and has nothing new to report.

ANNOUNCEMENTS

Comments from board members.

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

ADJOURNMENT

The meeting adjourned at 6:10 pm.

Respectfully submitted,

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

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District