

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, July 19, 2023, at 5:30 pm
Grants Pass branch, 200 NW C Street, Grants Pass, OR 97526

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

Members absent:

Staff present: Library Director Kate Lasky, Communications & Partnership Manager Brandace Rojo, Associate Director Michelle Rosenberger, Business Manager Shannon Hauberg, Branch Services Manager Roberta Lee, Youth Service Librarian Alyssa Donoho

Contractors: Grants Administrator Teresa Stover

Partners: Josephine Community Library Foundation liaison Shad Shriver, Josephine Community Library Foundation Executive Director Rebecca Stoltz,

CALL TO ORDER. Ms. Selvig called the meeting to order at 5:32 pm.

STANDING ITEMS

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

Ms. Selvig asked to bring up a topic to board for discussion. She proposed that board members should not accept handouts or any items from people offering public comment because board members are not to engage or respond to public comment during the time given. She suggested that items go to the director first to be shared with board members rather than in the moment.

Approval of consent agenda. Consent agenda items included:

- June 21 Board Meeting minutes
- Resolution 2024-001 LGIP
- Resolution 2024-004: Policy 3-2-5
- Resolution 2024-005: Policy 2-7
- Resolution 2024-006: Policy 5-4
- Resolution 2024-007: Policy 5-7

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

Public comment. No public comment was offered.

Correspondence. From Mike Pelfrey: a tweet about a library in Montana who is considering removing itself from the ALA. He also wants to know if the library carries Gender Queer and if so, why.

Annexation petition review. The board of directors reviewed annexation petitions from Helon A. Howard and Roady Trust Shirley Ann.

Motion: Mr. Fahey moved to endorse annexation petitions from Helon A. Howard and Roady Trust Shirley Ann. Ms. Aguilera seconded. The motion passed unanimously.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated July 19, 2023, highlighting the following items:

- Ms. Lasky shared the board member code of ethics and asked board members to sign to agree to adhere to them during their terms.
- Ms. Lasky introduced Branch Service Manager Roberta Lee. Ms. Lee shared that there has been a struggle finding a landscaping service who will maintain all of the rural branches. She was able to get a quote from The Ground Guys to do rural clean up. They are the only option who is willing and can offer a 10-hour cleanup four times a year.

Motion: Mr. Fahey moved to approve an expenditure to The Ground Guys for lawn maintenance at rural branches. Ms. Agosta seconded. The motion passed unanimously.

- The library foundation and district are hosting a community celebration at the location of the new Grants Pass branch on Saturday, July 22.
- Ms. Lasky shared that there is a request for reconsideration for the book Gender Queer. She shared the policy with the board, consulted with other libraries, and worked with a team to respond to the patron.
- A new Wolf Creek branch manager and a new volunteer coordinator started this week.
- The work plan to support the 2024-2027 Strategic Plan will be presented to the board next month.
- The Illinois Valley River Arts Council is doing 3D printing weekly at the Illinois Valley branch on Wednesdays during Summer Reading Program.

Financial report. Ms. Lasky reviewed the July 2023 Financial Statement memo dated July 19, 2023. She also referred to the Profit & Loss Budget vs. Actual-General Fund statement through July 19, 2023, the P&L statement for Enhanced Library Services (grants) through June 2023, the P&L statement for Special Funds as of June 2023, and the Balance Sheet as of June 30, 2023.

Grants Administration. Ms. Stover reported on the status of library district grants referring to the grant update memo dated July 19, 2023.

Budget Officer's Report. Ms. Lasky shared highlights from her report.

ANNUAL MEETING

FY24 election of President and Vice President. Ms. Selvig volunteered to be nominated as president, and Ms. Agosta volunteered to be nominated as vice president.

Motion: Mr. Fahey moved to pass Resolution 2024-002 to elect Ms. Selvig as President and to elect Ms. Agosta as Vice President. Ms. Gotchall seconded. The motion passed unanimously.

Bank signers. Since the board president and vice president remained the same, no new signers are needed.

FY24 meeting date and time. Board members agreed that the current board meeting date and time on the third Wednesday of each month at 5:30 pm continues to work for them.

Motion: Ms. Agosta moved to set the third Wednesday of each month at 5:30 as the regular board meeting date and time. Ms. Samson seconded. The motion passed unanimously.

ACTION ITEMS

First reading: Policy 3-2-1 Collection Development.

Board members review a change in language to include specific age ranges rather than descriptions like “elementary school age.”

First reading: Policy 5-1 Volunteer Program Overview.

Board members review changes made to this policy to better support volunteer recruitment and retention.

Library director annual evaluation process.

BOARD MEMBER REPORTS

Library Foundation liaison report. Mr. Shriver shared that the groundbreaking at the new Williams branch took place last week.

The Soroptimists are providing ice cream for the community celebration on July 22.

Facilities Oversight Task Force. Mr. Fahey shared that a team of library leadership, architects, and developers had their first meeting about the new Williams branch.

The Illinois Valley project is currently out to bid.

The next steps for the Grants Pass capital project is to start discussing what the community wants out of a new Grants Pass branch.

ANNOUNCEMENTS

Comments from board members.

Date and agenda items for next meeting.

The next regular board meeting will be at 5:30 pm on Wednesday, August 16.

ADJOURNMENT

The meeting adjourned at 6:54 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "BRojo". The signature is written in a cursive, somewhat stylized font.

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District