

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, February 21, 2024, at 5:30 pm
Grants Pass branch, 200 NW C Street, Grants Pass, OR 97526

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

Members absent: Rachele Selvig, Tina Gotchall

Staff present: Library Director Kate Lasky, Associate Director Michelle Rosenberger, Business Manager Shannon Hauberg, Communications & Partnership Manager Brandace Rojo

Contractors: Grants Administrator Teresa Stover

Partners: Josephine Community Library Foundation board member Ken Beheimer, Josephine Community Library Foundation Executive Director Rebecca Stoltz

CALL TO ORDER. Ms. Agosta called the meeting to order at 5:33 pm.

STANDING ITEMS

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

Approval of consent agenda. Consent agenda items included:

- a. December 20 Board meeting minutes
- b. Resolution 2024-029: Policy 4-5-1
- c. Resolution 2024-030: Policy 3-1-2

MOTION: Ms. Samson moved to approve the consent agenda, including Resolutions 2024-029, and 2024-030. Mr. Fahey seconded. The motion passed unanimously.

Public comment.

Wake McGill has been a volunteer at the library for almost 10 years and is disappointed about the way that staff are not permitted to say goodbye and exchange contact information whether they are fired or resign. He feels like as friendships and relationships are built between staff and volunteers, they should have a chance to say goodbye. He is confident that other volunteers feel the same. He asked that the board reexamine the exit strategy for staff that are leaving the library.

Correspondence. No correspondence was offered.

Annexation petition review. The board of directors reviewed three annexation petitions from Thomas & Loreen Link, Dennis & Sharon Rogers, and Eden Isaac.

MOTION: Mr. Fahey moved to endorse annexation petitions from Thomas & Loreen Link, Dennis & Sharon Rogers, and Eden Isaac. Ms. Samson seconded. The motion passed unanimously.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated February 21, highlighting the following items:

- Ms. Lasky requested approval to contract and spend no more than \$10,000 to contract with Sheepscot Creative to develop a communications plan for the rest of fiscal year 23-24 and into fiscal year 24-25 in partnership with the library foundation.

MOTION: Mr. Fahey moved to authorize Ms. Lasky to spend up to \$10,000 to contract with Sheepscot Creative to develop a communications plan for the rest of fiscal year 23-24 and into fiscal year 24-25 in partnership with the library foundation. Ms. Agosta seconded. The motion passed unanimously.

- Ms. Lasky and Ms. Hauberg attended the Special Districts Association recently and learned about a recent recreational immunity case that affects public spaces. Ms. Lasky is requesting approval to sign on to a statement in support of the SDAO's effort to fix the recreational immunity statute.

MOTION: Mr. Fahey moved to authorize Ms. Lasky to support the SDAO effort to change to fix the recreational immunity statute. Ms. Agosta seconded. The motion passed unanimously.

- The library received a \$250,000 gift from the Cow Creek Tribe of Umpqua Tribe of Indians at a special event on Monday, February 19 along with two other organizations including the Josephine County Children's Advocacy Center and Home Bridging.
- Oregon Library Association is endorsing SB 1583 in the selection of materials for school libraries.
- The Illinois Valley renovation project begins in early March. March 2 will be the last day of service until reopening in the fall. Temporary services will be available at the Illinois Valley Senior Center on Thursdays from 9:30am-4pm.

Financial report. Ms. Lasky reviewed the February 2024 Financial Statement memo dated February 21, 2024. She also referred to the Profit & Loss Budget vs. Actual-General Fund statement through January 2024, the P&L statement for Enhanced Library Services (grants) through January 2024, the P&L statement for Special Funds as of December 2024, and the Balance Sheet as of January 31, 2024.

Grants Administration. Ms. Stover reported on the status of library district grants referring to the grant update memo dated February 21, 2024.

ACTION ITEMS

First reading: Personnel Policy 4-4-3 Travel. The board reviewed a revision of the personnel travel policy.

Ms. Lasky and Ms. Rosenberger are unclear about the policy as it is currently written. Mr. Fahey asked to add a reference to the federal per diem in the policy.

BOARD MEMBER REPORTS

Library Foundation liaison report. Mr. Beheimer reported the following:

- The year-end fundraising drive brought in nearly \$96,000.
- The first check in a \$250,000 donation pledge was made to the library from the Cow Creek Band of Umpqua Tribe of Indians
- The library foundation is a recipient of the First Crush fundraising along with three other organizations
- The library foundation is contracting with ZCS architects to develop three design concepts for the Grants Pass branch to use in upcoming community meetings

Facilities Oversight Task Force. Mr. Fahey reported the following:

- A groundbreaking photo opportunity was held before Cave Junction Mayor Martell left on vacation.
- Last week, the public review period for the environmental assessment began for the Illinois Valley renovation project. CDBG funds are expected to be released mid-March.
- This morning, the contract with Ausland Construction was approved by the City of Cave Junction.

ANNOUNCEMENTS

Comments from board members. Mr. Fahey

Date and agenda items for next meeting.

The next regular board meeting will be at 5:30 pm on Wednesday, March 20.

ADJOURNMENT

The meeting adjourned at 6:33 pm.

Respectfully submitted,



Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District