

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, March 20, 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, Rachele Selvig, Tina Gotchall

Members absent: none

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

Contractors: Grants Administrator Teresa Stover

Partners: Josephine Community Library Foundation board member Sue Cohen, Josephine Community Library Foundation Executive Director Rebecca Stoltz

CALL TO ORDER. Ms. Selvig called the meeting to order at 5:29 pm and announced that the board would be moving into executive session per ORS 192.660(2)(h).

ADJOURNMENT

The regular meeting adjourned at 5:29 pm.

EXECUTIVE SESSION

The board moved into executive session per ORS 192.660(2)(b, h) at 5:29 pm.

ADJOURNMENT

The executive session adjourned at 5:45 pm.

CALL TO ORDER. Ms. Selvig called the regular meeting back to order at 5:45 pm.

MOTION: Ms. Agosta moved to give Ms. Lasky permission to agree to a stipulated judgement to reverse the Josephine County Commissioner's approval of the withdraw from the library district. Ms. Gotchall seconded. The motion passed unanimously.

STANDING ITEMS

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

Approval of consent agenda. Consent agenda items included:

- a. February 21 Board Meeting minutes
- b. Resolution 2024-031: Policy 4-4-3

MOTION: Ms. Samson moved to approve the consent agenda, including Resolutions 2024-031. Ms. Agosta seconded. The motion passed unanimously.

Public comment. No public comment was offered.

Correspondence. No correspondence was offered.

Annexation petition review. The board of directors reviewed three annexation petitions from Robert Lieberman, Sandra Lee Schwab, and Frances Sinclair.

MOTION: Ms. Agosta moved to endorse annexation petitions from Robert Lieberman, Sandra Lee Schwab, and Frances Sinclair. Ms. Gotchall seconded. The motion passed unanimously.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated March 20, highlighting the following items:

- Ms. Lasky would like to offer a letter of support for H.R. 7525 to establish a formal definition of "special district" in federal law.
MOTION: Ms. Agosta moved to allow Ms. Lasky to sign on in support of House Resolution 7525. Ms. Samson seconded. The motion passed unanimously.
- The library won an architecture award for the new Williams library from the Chamber of Commerce.
- Four of five board members attended the Grants Pass City Council meeting on March 6. At that meeting, Mr. Fahey represented the board and made a request for the library to have a seat on the urban renewal district committee. The city council tabled the decision and will hold a workshop.
- Preconstruction has begun at the Illinois Valley branch. Groundbreaking for construction begins next week.
- The Grants Pass branch was the recipient of a First Amendment audit by Dean Amaral.
- The Williams Friends of the Library purchased a custom covered bench with a bulletin board on the back for the outside of the branch.

Financial report. Ms. Lasky reviewed the March 2024 Financial Statement memo dated March 20, 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 February 2024, the P&L statement for Special Funds as of February 2024, and the Balance Sheet as of February 28, 2024.

- Wednesday, April 3 at 5:30 pm is the next budget committee meeting.

Grants Administration. Ms. Stover reported on the status of library district grants referring to the grant update memo dated March 20, 2024.

ACTION ITEMS

Strategic Planning: Employee Compensation Analysis. The board reviewed the report titled Josephine Community Library Compensation Study: Overall Environment from library consultant Amy Hutchinson and discussed the Employee Compensation Analysis. Looking at rent as a percentage of wage shows the outside effect that currently high rent costs are

having on lower wage workers. The library director will consider the options provided by Ms. Hutchinson in the coming months and develop a plan to address employee compensation adjustments.

The board of directors advised Ms. Lasky to suggest a 12% buffer in payroll including COLA and Merit in the upcoming 2024-25 budget and allow for discussion and implementation in the coming months.

BOARD MEMBER REPORTS

Library Foundation liaison report. Ms. Cohen reported the following:

- Diane Hoover has joined the library foundation board of directors.
- Evergreen Federal Bank will sponsor the Summer Reading Program with a \$2,500 contribution.

Facilities Oversight Task Force. Ms. Samson reported that the group did not meet this month.

Ms. Stoltz shared that the Illinois Valley renovation project will begin next week. She also shared that the committee is meeting with ZCS Architecture for concepts for a new Grants Pass branch in preparation for community feedback meetings.

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, April 17.

ADJOURNMENT

The meeting adjourned at 7:18 pm.

Respectfully submitted,



Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District