

**Josephine Community Library District
Regular Board Meeting and Budget Hearing Minutes
Thursday, July 17, 2024, at 5:30 pm
Wolf Creek branch, 102 Ruth Ave, Wolf Creek, OR 97497**

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

Members absent: None

Staff present: Library Director Kate Lasky

Contractor: Grants Administrator Teresa Stover

Partner: Josephine Community Library Foundation Executive Director Rebecca Stoltz

CALL TO ORDER. Ms. Selvig called the meeting to order at 5:36 pm.

STANDING ITEMS

Approval of agenda. No changes were made to the agenda

Approval of consent agenda. Consent agenda items included:

- June 19 Board Meeting minutes
- Resolution 2025-031: Policy 3-4-11
- Resolution 2025-032: Policy 4-3-1
- Resolution 2025-033: Policy 4-5-4
- Resolution 2025-033: LGIP

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

Public comment. None.

Correspondence. None.

Annexation petition review. The board of directors reviewed annexation petitions from Andrew M Trust & Theresa L Trust.

Motion: Ms. Agosta moved to endorse annexation petitions from Andrew M Trust & Theresa L Trust. Ms. Gotchall seconded. The motion passed unanimously.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated July 17, 2024, highlighting the following items:

- This year all regular employees are receiving a 3 percent Cost of Living Adjustment (COLA) effective July 1 as part of their wage adjustment previously approved by the board. For the library director, the COLA requires a board action.

Motion: Ms. Agosta moved to approve a 3 percent COLA for the library director's salary. Ms. Selvig seconded. The motion passed unanimously.

Financial report. Ms. Lasky reviewed the June 2024 Financial Statement memo dated July 17, 2024. She also referred to the Profit & Loss Budget vs. Actual–General Fund statement through June 2024, the P&L statement for Enhanced Library Services (grants) through June 2024, and the Balance Sheet as of June 30, 2024.

ACTION ITEMS

First Reading: Personnel Policy Donate PTO. The board held its first reading and discussion of revised Policy 4-5-5 about donating personal time off.

First Reading: Personnel Policy Holidays. The board held its first reading and discussion of revised Policy 4-5-2 about holidays.

BOARD MEMBER REPORTS

Library Foundation liaison report.

Facilities Oversight Task Force.

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 21.

ADJOURNMENT

The meeting adjourned at 7:41 pm.

Respectfully submitted,



Teresa Stover for Board Secretary Kate Lasky
Josephine Community Library District