

**Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, August 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, Tina Gotchall

Members absent: Rachele Selvig

Staff present: Library Director Kate Lasky

Contractor: Grants Administrator Teresa Stover

Partner: Josephine Community Library Foundation Executive Director Rebecca Stoltz, Josephine Community Library Foundation Board Liaison Shad Shriver

CALL TO ORDER. Ms. Agosta 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:

- a. July 17 Board Meeting minutes
- b. Resolution 2025-007: Policy 4-5-2
- c. Resolution 2025-008: Policy 4-5-5

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

Public comment. None.

Correspondence. Correspondence was received from Edgar Michael Pelfrey about dissolving the library district.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated August 21, 2024, highlighting the following items:

- The cost to contract with Coraggio Group to develop a patron survey has gone up due to the need for translation services. Ms. Lasky requested the expenditure of up to \$11,000 to contract for their service.
MOTION: Mr. Fahey moved to approve the expenditure of up to \$11,000 to contract with Coraggio Group for the 2024 annual survey. Ms. Gotchall seconded. The motion passed unanimously.
- Ms. Lasky requested the expenditure of up to \$12,000 for landscaping and a water tank for irrigation at the Williams branch. \$8,000 comes from grants and the rest will come from general fund.
MOTION: Ms. Gotchall moved to approve the expenditure of up to \$12,000 to contract with a landscaping company for the Williams branch. Mr. Fahey seconded. The motion passed unanimously.

- Ms. Lasky shared a draft of the Overview of Legal Proceedings memo for a statement from the library district board of directors to combat misinformation coming from Josephine County commissioner John West.
- There will be joint board session on Sunday, September 8. The library district and library foundation will take this time to review results of the community meetings and to choose a final design concept for the new downtown Grants Pass library.
- The library district and library foundation will be presenting the building project to two City of Grants Pass committees in regard to urban renewal.
- A new Youth Services Lead started on Monday, August 19.
- Two new Project Youth+ interns and two EasterSeals are working at the library.
- The Josephine County OSU Master Gardeners donated about 250 books from their collection to the library to be catalogued for checkout.
- An awning was constructed over the garage door at the Williams branch to provide a shaded area.

Financial report. Ms. Lasky reviewed the July 2024 Financial Statement memo dated August 21, 2024. She also referred to the Profit & Loss Budget vs. Actual–General Fund statement through July 2024, the P&L statement for Enhanced Library Services (grants) through June 2024, and the Balance Sheet as of July 30, 2024.

Annual report. Ms. Lasky presented the FY2023-24 annual report to the board of directors highlighting the following:

- The Williams branch saw an incredible increase in usage after opening at a new location.
- The Illinois Valley branch saw a decrease in usage while the branch was closed for renovation.
- A new strategic plan is in place.
- The library district is staying stable during change.
- Volunteer support has increased by 12 percent.

ACTION ITEMS

First Reading: Operations Policy Patron Conduct. The board held its first reading and discussion of revised Policy 3-1-2 about patron responsibilities and rules of conduct.

BOARD MEMBER REPORTS

Library Foundation liaison report.

Mr. Shriver shared that a grand re-opening for the Illinois Valley branch is scheduled for October 2024.

The library foundation now has board member representation from all four branch library communities.

Facilities Oversight Task Force.

Maintenance completed at the Wolf Creek and Williams branches.

ANNOUNCEMENTS

Comments from board members.

Date and agenda items for next meeting.

The next regular board meeting will be at 5:30 pm on Thursday, September 19.

ADJOURNMENT

The meeting adjourned at 7:06 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "BRojo".

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District