

**Josephine Community Library District  
Regular Board Meeting Minutes  
Thursday, September 19, 2024, 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

**Members absent:** Laurel Samson

**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 5:30 pm.

**STANDING ITEMS**

**Approval of agenda.** The agenda was updated to address all voting items at the beginning.

**Approval of consent agenda.** Consent agenda items included:

- a. August 21 Board Meeting minutes
- b. September 8 Board Meeting minutes
- c. September 8 Workshop minutes
- d. Resolution 2025-009: Policy 3-1-2

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

**ACTION ITEMS**

**Authorize \$6,000 E-rate contract.**

**MOTION:** Mr. Fahey moved to approve the expenditure of up to \$6,000 to contract with a E-rate. Ms. Gotchall seconded. The motion passed unanimously.

**Approve Expenditure of up to \$20,000 annually for Project Youth+ Spanish Outreach Intern.**

**MOTION:** Mr. Fahey moved to approve the expenditure of up to \$20,000 to contract with Project Youth+ for a Spanish Outreach intern. Ms. Selvig seconded. The motion passed unanimously.

**Approve New Grants Pass concept selection.**

**MOTION:** Mr. Fahey moved to approve the selection of design Concept A for the new Grants Pass library. Ms. Selvig seconded. The motion passed unanimously.

**Approve Capital Improvement Plan.**

**MOTION:** Mr. Fahey moved to approve the Capital Improvement Plan. Ms. Gotchall seconded. The motion passed unanimously.

**Public comment.** None.

**Correspondence.** None.

## **STAFF REPORTS**

**Library director's report.** Ms. Lasky referred to the Library Director's Report dated September 19, 2024, highlighting the following items:

- In Williams, a patron said it changed his life that he was able to check out a laptop to create educational material for a series of Microsoft Office classes he's teaching.
- The Teen/Tween book box for the summer ended with a wrap up program with 29 attendees and representation for all three open branches.
- Ms. Lasky and Ms. Stoltz presented to Tourism Advisory Committee about the plans for a new downtown Grants Pass library. They voted unanimously to change the charter to support a new public library.

**Financial report.** Ms. Lasky reviewed the August 2024 Financial Statement memo dated September 19, 2024. She also referred to the Profit & Loss Budget vs. Actual-General Fund statement through August 31, 2024, the P&L statement for Enhanced Library Services (grants) through August 2024, and the Balance Sheet as of August 31, 2024.

## **PRESENTATION**

**Teen Advisory Board.** Teen Advisory Board representative Mary W. presented about the Teen Bad Artists Club program hosted during the Summer Reading Program. She shared photos, stories, and survey feedback from the program series. Mary also shared information about her experience on the library's Teen Advisory Board.

## **ACTION ITEMS**

**First Reading: Personnel & Volunteer Policy Cell Phone Use.** The board of directors held it's first reading of a Personnel & Volunteer Policy Cell Phone Use.

**First Reading: Personnel Policy Vacation.** The board of directors held its first reading of a revised version of a Personnel Policy Vacation.

**Library director's annual evaluation.** Ms. Lasky reminded the board of directors that her anniversary date is October 9.

## **BOARD MEMBER REPORTS**

**Library Foundation liaison report.**

Ms. Stoltz thanked the board of directors for their participation in the join board session.

Plans are underway for the annual fall fundraising drive.

Sue Cohen is moving out of the area next year.

Board officers will remain the same this fiscal year.

**Facilities Oversight Task Force.**

Ausland will wrap up their part of the Illinois Valley Renovation Project by the end of next week.

A soft opening and grand re-opening are slated for later this fall.

**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, October 17.

**ADJOURNMENT**

The meeting adjourned at 6:33 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'BRojo', with a stylized flourish at the end.

Brandace Rojo for Board Secretary Kate Lasky  
Josephine Community Library District