

Lane Library District

Budget Hearing and Regular Board Meeting

Tuesday, June 28th, 2022, 5:00pm at the Creswell Library and via Zoom.

Budget Hearing

Attending: Board Members: Sue Bowers, Eric Cullander, Erin Weatherly, Andrew Morgan, Lisa Linnell-Olsen; Nick Caum, Youth Librarian/Acting Director and Budget Officer.

Eric C. Convened the Budget Hearing at 5:02 PM.

No public comment.

Hearing adjourned at 5:05 PM.

Regular Meeting

Attending: Board Members: Sue Bowers, Eric Cullander, Erin Weatherly, Andrew Morgan, Lisa Linnell-Olsen; Nick Caum, Youth Librarian/Acting Director

Eric C. convened the regular board meeting at 5:05 PM.

Public Input: None

Consent Calendar: Su B. moved to accept the consent calendar (minutes, Director's Report, and reconciliations) as presented. Erin W. seconded. The motion passed unanimously.

Financial Report May: Erin W. moved to approve the financial report as presented, Lisa L. seconded. The motion passed unanimously.

Old Business

Continuation of Services: Nick C. talked about how the only program still being hosted via Zoom is our babystory time and how the events that have returned to in-person are doing very well. Nick C. also noted the hiring of a new library intern who will be working with Nick C. on youth services during the summer.

Parking Lot/Entrance/Sign Options: Nick C. read a letter from Su L., the library director, detailing her communications with Tracy at Eugene Sign and Awning. Sue B. requested a more complete picture of the awning and to include an awning on the east side of the library. Erin W. pointed out that canvas will likely not hold up. All agreed. There was consensus from the board that they would like to see three things. First, a picture of the entire front of the library with awnings on both sides of the entrance. Second, an alternative for a canvas awning. And third, a rework of the original front porch design but using metal instead of the wood-based plans in the original architectural designs.

It was also agreed that the monument sign should be replaced. Eric C. noted that the current sign is in very bad condition. Nick C. will double check on how much of the current monument sign will be reused, if any.

Upon reviewing the logo designs presented by Su L. the board agreed that the ones to pursue were options 1, 2, and 7 in the order presented by Su L.. Lisa L. pointed out that the first logo could be too similar a health center logo.

Eric C. felt strongly that the donor bricks should be ordered. The rest of the board agreed. The vertical donor wall presented by Eugene Sign and Awning via Su L. should be used instead of putting the bricks in the parking lot. The board would like to see pricing for a vertical donor wall. It was also noted that when the bricks are ordered that extra bricks are purchased to fill in any blank spaces in the vertical donor wall. There was also discussion about the varying size of the donor bricks. The vertical wall needs to be able to accommodate the different sizes.

HVAC/ventilation projects: Sue B. noted that she doesn't have a hard time hearing anything up at the front desk. The board decided that the staff and volunteers should be surveyed to see how many people struggle to hear up front. Nick C. noted that the project is currently contingent on grant funding anyhow. Nick C. update the board on the status of the program room/kitchen ventilation in the library. The area is properly ventilated but the thermostat had set to the correctly, causing the room to fluctuate in temperature. After being fixed, the temperature issue has been resolved. The board still feels it would be good to hook up the fan that is already installed in the ceiling if grant funding can be found.

Eric C. brought up the need to track down Connie, the painter who had been working on our mural. Nick C. or Su L. will get in contact with her.

Eric C. also brought up the status of the Annex door replacement project. We had been waiting to hear if there was any kind of permit required to install new doors. The board would like to see this project finished up. Nick C. noted that it is a grant funded project and will check on the status of that project.

Budget hearing Debrief: Sue B. noted that the board now has the opportunity to change the budget if they wish. She also wanted to open a discussion about the CPI increase that the Budget Committee had agreed to. Sue B. noted that she is still comfortable with the CPI increase and the rest of the board agreed. Andrew M. moved to approve Resolution No. 2022-01 as written. Sue B. seconded. It passed unanimously. Signed by Eric C. and Nick C..

Succession Planning/Transition Update: Looking over the Position Announcement submitted by Su L. the board agreed to remove the first two sentences as they felt it was well covered in the second paragraph. Sue B. also felt that the Application Packet didn't need to contain "A short statement..." and that statement should be included in the cover letter instead. Sue B. also wanted to make sure that the rest of the board was comfortable with having Sue B. act as contact point for applications. There were no objections.

There was also talk about posting the job opening at local areas and areas outside of Oregon, such as the Register Guard or a job recruitment website such as Indeed. Nick C. pointed out the state jobline for libraries hosts jobs from across the country. The board was satisfied with using the state jobline for libraries.

Sue B. suggested looking for members of the library community to join a selection committee to review applications for the director position. Nick C. pointed out that the foundation doesn't really exist anymore and that the budget committee members would likely be a better choice to look for candidates.

New Business

Next Meeting Agenda Items: At the next meeting we will discuss the HVAC sound survey, the vertical donor wall, awning, parking lot, and sign, annex door project, mural update, and the status of the donor bricks.

Announcements: Sue B. shared that there will be another book sale put on by the Friends of the Creswell Library starting in July. Sue B. announced that there will be board member training provided by SDAO. August 16th in Cottage Grove for in-person and August 31st for an online option.

The meeting adjourned at 6:24 PM.

The next Board Meeting will be on Tuesday, July 26th, 2022 at 5 pm at the Creswell Library and via Zoom.