

Coos Library Board
Meeting Minutes - DRAFT

Tuesday June 25, 2019 3:30 PM - North Bend Public Library

Attending: Doug Wuerth - Coos Library Board, Rosalyn McGarva - Bandon Public Library, Laurie Nordahl - Coos Library Board, Linda Kirk - Dora Library Board, Rodger Craddock - City of Coos Bay, Ellen Thompson - Coos Bay Public Library, Teresa Lucas - North Bend Public Library, Haley Lagasse - North Bend Public Library, Frances Smith - Coos Library Board, Barbara Caffey - Myrtle Point Library, Jennifer Croft - ESO, Tara Johnson - Coos Library Board, Robyn Greenlund - Coos Library Board, Melissa Cribbins - Coos County, Joanie Bedwell - Powers Library, Carol Ventgen - Coos Library Board.

1. The meeting was called to order by Tara Johnson at 3:32pm.
2. Frances Smith requested the topic Board Training be added to the agenda, the request was granted by the board Chair, Tara Johnson.
3. Minor changes were requested to the minutes for the April 4th CLB meeting as submitted by Jennifer Croft. Frances Smith moved to approve the minutes with modification. Laurie Nordahl seconded the motion and the board unanimously approved it.
4. The CLB requested a status update on the directors' work towards a new allocation formula. Haley Lagasse reported that the Directors have been taking the district maps to their boards for input and approval, and that they should have them ready to submit to the CLB by their August meeting.
5. Jennifer Croft reported on ESO's statistical information through the month of May, shared ESO's budget information and general ledger, then summarized and supplied the minutes from the most recent directors' group meeting on June 6th. She then provided an update on some of the active district-wide projects, including: TitleWave, FanFest, Read Me a Story!, Coos County Fair, Strategic Planning, and the upcoming Directors' Retreat.
6. Jennifer Croft supplied three options for replacing the ESO courier vehicle, as requested by Doug Wuerth at the April 4th meeting. The group discussed the options available, and the best processes for making the most cost effective purchase including ordering the vehicle through Oregon state's procurement program. The group requested that Jennifer Croft talk to the Courier Driver about his preferences, and check with other libraries in our area to see what they're using.
7. Frances Smith requested that the CLB hold a training session with County Counsel facilitating a review of board requirements. She reported that she had discussed the matter with Melissa Cribbins earlier who agreed it would be beneficial. After discussion, it was decided this would best be done in conjunction with the CLB's October meeting, planned by Tara Johnson to be held on the 24th at the North Bend Public Library.
8. As a follow-up to mediation, Tara Johnson outlined a plan for two volunteer subcommittees. The first one would address CCLSD's current Master Plan and recommend changes to section 2.3.7 to make it less "squishy" and then investigate and suggest a dispute resolution clause. Frances Smith, Laurie Nordahl, Haley Lagasse, Carol Ventgen, and Linda Kirk volunteered and Frances Smith was selected as Chairperson. The second subcommittee would be tasked with developing

a handbook type document with helpful policies and procedures. Doug Wuerth, Jennifer Croft, Robyn Greenlund, and Rosalyn McGarva volunteered and Doug Wuerth was selected as Chairperson.

9. Rodger Craddock requested that the City of Coos Bay be compensated an additional \$38,026.01 for the unexpectedly high administrative costs borne by the city during fiscal year 2018-2019. He also informed the CLB that in order for Coos Bay to continue as fiscal agent, they would need an additional \$39,415.02 over the planned amount for fiscal year 2019-2020. Doug Wuerth moved that the City of Coos Bay should deduct \$38,026.01 from unexpended ESO funds to cover the cost of fiscal year 2018-2019. Carol Ventgen seconded the motion and the CLB approved unanimously. Robyn Greenlund moved that the City of Coos Bay be compensated for acting as ESO's fiscal agent through the fiscal year 2019-2020 in the total amount of \$39,415.02 to be broken into monthly payments should the CLB decide to transfer fiscal agency mid year. Laurie Nordahl seconded the motion, and the CLB voted unanimously to approve it.
10. The ESO's fiscal agency and possible location change were then discussed as a follow up to an email sent by Jennifer Croft on June 11th. Rodger Craddock clarified for the group that should fiscal agency remain with the City of Coos Bay, ESO would remain located inside the Coos Bay Public Library. After further discussion, Tara Johnson requested that everyone with an interest in the discussion send in their three top questions and/or concerns. She would then seek out answers and report back to the group during the August meeting.
11. The next meeting of the Coos Library Board is to be held on Thursday, August 22nd at the Owen Building in Coquille at 2:30. The board will meet, then visit the Law Library space that is being considered as a possible ESO location.
12. Adjourned at 5:32 pm.

Approved 8/22/19