

Oregon Public Library Minutes

March 21, 2024

Present: Elizabeth Green, Karly Spell, Rick Bunton, Randi Webb, Pam Steele, Martha Bohrer, Jim Winkler

Pam approved agenda. Randy seconded. All approved.

Jim moved to approve the consent agenda. Carly Spell seconded. All approved.

Announcement from Elizabeth Green for an opportunity for a library trustees banquet in Oak Park.

Director's Report: She highlighted the asbestos in the roof from the published report. Still waiting for response from insurance. Oregon shop class is making the mini refrigerated food pantries. /we may get one.

President's Report: John Young passed away unexpectedly. We will need a replacement for him on the library board. Rick suggested Danielle Morrison as a possible replacement. He will contact her.

Must add something under Old Business. Elizabeth's 6 months as interim director ends on Monday. He would like to extend her for a month and give us some time for evaluation in executive session at our next meeting.

Old Business: Banking permissions will be added to the minutes. Martha moved to approve the banking permissions and Carly seconded. All board members can sign paychecks, but only the president and Elizabeth can take other actions on all three accounts. Approved.

Jim Winkler signed the oath.

Decennial committee: Elizabeth reviewed the procedures for a report to be submitted before Nov. 2024. We have met once. We need to meet two more times. The report goes to the county. Elizabeth will suggest a meeting date.

New Business: Art Deaccessions were suggested by the Art Committee. We could have a sale, perhaps at Autumn on Parade. The Coliseum doesn't need any more art for display. Randy moved that we deaccession all the artwork listed in our meeting packet.

Meeting adjourned at 6:20 pm.

Martha Bohrer

Secretary pro tem

Attachment: Banking Permissions

Banking Permissions March 2024 (Approval)

All three accounts: Remove John Young permissions from all accounts.

Checking Account:

- A. Open or close any share or deposit accounts in the library's name
 - 1. Richard Bunton
 - 2. Elizabeth Green

- B. Transfer or withdraw money
 - 1. Richard Bunton
 - 2. Elizabeth Green

- C. Wire or telephone transfer of funds
 - 1. Richard Bunton
 - 2. Elizabeth Green

- D. Endorse and deposit checks
 - 1. Richard Bunton
 - 2. Elizabeth Green

- E. Sign Checks for payment
 - 1. Richard Bunton
 - 2. Martha Bohrer
 - 3. Pam Steele
 - 4. James Winkler
 - 5. Karly Spell
 - 6. Randi Webb
 - 7. Elizabeth Green

- F. Open a lock box
 - 1. Richard Bunton
 - 2. Elizabeth Green

- G. Borrow money on behalf of the library
 - 1. Richard Bunton
 - 2. Elizabeth Green

- H. Grant lien or encumbrance
- I. Receive funds
- J. Change authorization agreement
- K. Enter into agreements with bank
- L. Appoint additional agents

Savings account

(B) Transfer or withdraw money

1. Richard Bunton
2. Elizabeth Green

(D) Endorse and deposit checks

1. Richard Bunton
2. Elizabeth Green

(G) Borrow money on behalf of the library

1. Richard Bunton
2. Elizabeth Green

High-Yield Savings Account

(B) Transfer or withdraw money

1. Richard Bunton
2. Elizabeth Green

(D) Endorse and deposit checks

1. Richard Bunton
2. Elizabeth Green

(G) Borrow money on behalf of the library

1. Richard Bunton
2. Elizabeth Green