

Oregon Public Library District
Board of Trustees
March 19th, 2020
Regular Board Meeting Minutes

1. Call to Order

The meeting was called to order at 6:01 p.m. by President Rick Bunton

Present: John Young, Katie Beeh, Rick Bunton, Wendy Nelson, Pam Steele, and Library Director Hilaree Lombardo

2. Approval of Agenda

John moved to approve the Agenda, seconded by Pam. *Passed*

3. Consent Agenda

John Young moved to approve the Consent Agenda. Seconded by Wendy Nelson. *Passed*

4. Priority Announcements/Information sharing

A. Upcoming Programs – Programs are on hold due to Corona Virus and are tentative for April.

B. Library of the Year – Deb Herman and Hilaree Lombardo completed a 10 page document entering Oregon Public Library in a challenge to become Library of the Year!

5. President's Report – Rick spoke with Roger Cain about book display, everything is currently on hold.

6. Treasurer's Report – Katie Beeh shared two documents: Profit/Loss and Balance Sheet

Pam Steele moved to accept the Treasurer's Report, seconded by John Young

Kathie – Yes, John –Yes, Wendy – Yes, Rick – Yes, Pam-Yes *Passed*

7. New Business

A. Statement of Economic Interest Forms – all board members need to complete the form; no time line.

B. Policy Updates

i. Alcohol Policy – on hold until April meeting

ii. Drug and Alcohol Free Library Policy - on hold until the April meeting.

iii. Employee Handbook currently states that if the Library needs to close for any reason, employees will receive up to three days pay. Discussion was held to change to wording to encompass all emergencies and adapt to the current situation. Hilaree will make changes and a vote will be taken at the April meeting.

Wendy moved to allow employees to receive pay for scheduled work during the entire Corona Virus Pandemic, financially the amount has already been budgeted. Seconded by Katie.

Wendy – Yes, Rick – Yes, Katie – Yes, John – Yes, Pam – Yes. *Passed*

iv. Blood borne Pathogens – on hold until April meeting

v. Freedom of Information Act Policy – on hold until April meeting

C. Library Closures - Corona Virus Pandemic came up quickly causing decisions to be made day by day. Library is closed until March 31st and then will reevaluate. Library is offering curbside service to patrons checking out books.

D. Director's Review – on hold until Library Board can go into closed session.

8. Old Business

A. Strategic Planning – on hold

9. Comments/Questions from Trustees/Public – None

Adjourned by President Rick Bunton

Respectfully Submitted,
Pam Steele
Secretary Pro Tem