

Oregon Public Library

Board Meeting

Feb 23, 2023

Attendees: Rick Bunton, Karly Spell, Randi Webb, Pam Steele, Rachel Brunner

Meeting was called to order at 6:00pm. John moved to approve the agenda, Karly seconded. Randi moved to approve the Consent agenda and Pam seconded.

Director's Report: Hoopla subscription going well. 84% more accounts reached on Facebook. Increased passport income by 20%. Program attendance up 31%.

- a. Staffing - We posted a custodial position. Hoping to have someone hired by the end of next week.
- b. Intern program w/ OHS - Zack comes in once a week on Tuesdays and helps with shelving
- c. Succession Plan - Stephanie is working on a plan in case of a short or long term absence. Hopefully we will have something ready for the April board meeting.
- d. Gallery Inventory Update - File-maker pro set up. Elizabeth and Stephanie are working on it to store information digitally.
- e. CMAAA - Art Committee met to discuss the library's contributions to the new gallery. It was determined that anything given to the library by the art colony will stay in the library gallery, and newer acquisitions might be available for CMAAA to borrow.
- f. Technology upgrades - upgraded to Windows 11 and cycling out patron computers.

President's Report - none; Treasurer's Report - none.

Old Business:

- a. Gallery Floor Refinishing recommendation— Library will close for two weekends to complete the gallery floor refinishing. The closures will be Fri. March 31-Sun. April 3rd and Fri. April 7-Sun. April 9th. \$1050 is the total cost to refinish the gallery floors. Pam voted to approve the cost of refinishing the floors and Karl seconded— Voice vote was unanimous. Karly moved to approve the closing dates and Randi seconded the motion.
- b. Building Committee formation – Kari, Stephanie, and a patron plus 2 board members Rick. Ideally 5-7 members. We will revisit at the next meeting.
- c. Decennial Committees on Local Government Efficiency Act - Stephanie will get more information at the director's meeting and will report back in March.

9. New Business

- a. Paid Leave for all Workers Act - any employee is eligible for 40 hours paid leave. Takes effect Jan. 2024. May need to revise the employee handbook.
- b. Policy Review (approval) Rachel moved to approve the policy updates and John seconded.
 - i. Drug & Alcohol-Free Library (no changes)

- ii. Board of Trustees ByLaws (no changes)
- iii. Division of Responsibility (no changes)
- c. Public Display Policy (NEW - approval) Randi moved to approve the new policy and Pam seconded.

The meeting was adjourned at 6:15pm.