

DESCHUTES PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

December 17, 2008

Library Administration Building

ATTENDEES

Present were Board Members Beth Pearl-Gent, (President), Pat Lawrence, George Riser, and Ray Miao. Ann Malkin was unable to attend due to illness.

CALL TO ORDER

President Beth Pearl-Gent called the meeting to order at noon.

MINUTES

The minutes from the November 19th meeting were approved as written.

PUBLIC COMMENTS

Ed Ensley, a local photographer and volunteer of the library, presented Director Gaston a photo of the Bend Public Library as a gift upon his retirement with the District. Ensley expressed gratitude and appreciation for all that Gaston has done for the district during his tenure.

EXECUTIVE LIMITATIONS POLICIES

Communications & Support to the Board

The Board reviewed the Communications & Support to the Board Executive Limitation Policy.

Pat Lawrence moved that the Board finds that the District is in compliance with the Communications & Support to the Board Executive Limitation Policy. George Riser seconded which passed unanimously. (Malkin absent.)

DIRECTOR TRANSITION

Director Gaston provided an overview of future budgetary decision points. Gaston noted that tax collection rates are down this year and should continue to come in at 91% over the next two to three years. At the same time we will be seeing slower growth rates in tax revenue.

Gaston recommended the following strategies for balancing the budget in the coming years:

- Delay discretionary expenditures to retain reserves.
- Reduce the rate of increase of operating costs to a 4.5% annual increase.
- Utilize reserves to replace reduced revenue caused by late tax payments, replenishing the reserves when late taxes are received in the 2011/2012 fiscal year.

Gaston also discussed possible strategies for developing new programs and initiatives in a time of decreased funding. His complete analysis is available in his Pending Issues and Financial Conditions memorandum.

GOVERNANCE PROCESS POLICIES

January 26th Board Work Session

The Board will hold a work session on January 26th from 10:00 to 2:00 with Policy Governance Consultant Margo Helphand to review Results Policies.

April 17th Board Work Session

The Board will hold a work session on Friday, April 17th from 10:00 to 2:00 with Policy Governance Consultant Margo Helphand to review governance rules.

SELF-REVIEW OF MEETING

The Board expressed appreciation to Gaston for his work on recommendations for budget projections for the next three years.

As there was no additional business, the meeting was adjourned.

ATTEST:

Todd Dunkelberg
Library Director