

District Board - February 2010 Meeting

When: February 10, 2010

Where: Library Administration

MINUTES

ATTENDEES

Present were Board Members Ann Malkin (President), Ray Miao, George Riser. Pat Lawrence is away traveling and Beth Pearl-Gent is ill.

CALL TO ORDER

President Ann Malkin called the meeting to order at noon.

MINUTES

The Board accepted the January 13, 2010 minutes by consensus.

PUBLIC COMMENTS

None

RESULTS POLICIES

Library & Community Trends – Topics of Interest

The Board identified the following “topics of interest” to be reviewed over the next year:

- Council on Aging
- Mayors/City Manager/Council Member - Governance Representation
- Deschutes County Treasurer – County Revenue
- Special Districts Representative – Current tax rate discussion
- Funding options

Sub-committee members Malkin, Riser, and Miao will convene to explore options for future funding and provide a recommendation to the Board.

East Bend Presentation

Assistant Director Kevin Barclay provided a presentation on the East Bend Library Plan and Future Planning. Barclay’s presentation covered the following areas:

- Background and purpose
- Demand for new facilities
- Economic and populations forecasts
- Branch attendance and use patterns
- Market penetration and open markets
- Demographics
- Tapestries
- Cost Analysis
- Facility Plan Recommendations

Dunkelberg and Barclay are in the midst of a selection process for real estate services. Barclay also informed the board that two public forums will be held in March. Director Dunkelberg talked briefly about budget impact.

GOVERNANCE PROCESS POLICIES

Budget Calendar

The Board reviewed the proposed 2009/2010 Budget Calendar.

- Ray Miao moved to appoint Director Todd Dunkelberg as Budget Officer. George Riser seconded the motion which passed unanimously. (Lawrence & Pearl-Gent absent.)
- George Riser moved to adopt the budget calendar. Ray Miao seconded the motion which passed unanimously. (Lawrence & Pearl-Gent absent.)

Budget Committee Vacancy

The Board discussed the one vacancy on the budget committee.

- Ray Miao moved to reappoint Harry Hamilton for a three year term to the Budget Committee. George Riser seconded the motion which passed unanimously. (Lawrence & Pearl-Gent absent.)

Annual Calendar

The Board reviewed the annual calendar.

Financial Conditions and Activities monitoring will be presented in November, February and May due to the change in Board meeting dates.

The Board requested updates throughout the year on East Bend

Director Dunkelberg will make changes and have a calendar available at March board meeting.

Executive Limitations – Draft of Community Relations Policy

This was discussed at the board work session with Consultant Helphand. The board is interested in developing a policy related to the library director's relationships with the external community. Consultant Helphand drafted a policy for the board's review. Malkin would like to post-pone to the March board meeting. Board members agreed by consensus. (Lawrence & Pearl-Gent absent.)

LIBRARY NEWS

“Do-It-Yourself!” programs are being featured the month of March.

BOARD-LIBRARY DIRECTOR LINKAGE POLICIES

Annual Monitoring of Library Director Performance

The Board opened an executive session at 1:35 p.m. to review the compensation and benefits of the Library Director pursuant to ORS 192.660 (2)(i) at 3:00 p.m. The Board resumed the public meeting at 1:58 p.m.

Ray Miao moved to renew Director Dunkelberg’s contract through June 30, 2012 at the current level of compensation and benefits. George Riser seconded the motion which passed unanimously. (Lawrence & Pearl-Gent absent.)

SELF-REVIEW OF MEETING BY BOARD

The Board commended Assistant Director Kevin Barclay on his East Bend Library Plan presentation.

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

ATTEST:

Todd Dunkelberg
Library Director