

District Board - June 2010 Meeting

When: June 9, 2010

Where: Library Administration

MINUTES

ATTENDEES

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

CALL TO ORDER

President Ann Malkin called the meeting to order at noon.

MINUTES

The Board accepted the May 12, 2010 regular Board meeting minutes by consensus with one change noting that the Library Foundation “sponsors” A Novel Idea. The Board accepted the May 12, 2010 Budget Committee meeting minutes by consensus.

PUBLIC COMMENTS

None

RESULTS POLICIES

Education Program

Deschutes County Administrator Dave Kanner and Deschutes County Treasurer Marty Wynne provided an overview of the future impacts of lower property tax revenue in the coming years:

- Decreased assessed valuation will continue through fiscal year 2012
- Rate of growth at 2.2% is expected for 2010/2011
- The anticipated rate of growth for 2011/2012 is 0%
- 6% inflation estimated for fiscal year 2011/12 and tax revenue 0%
- Big spread between real market value and assessed value
- Market here grossly overpriced – very high rate of devaluation
- Notices of defaults not declining at all - rate of foreclosures are shockingly high
- State budget cuts will have ripple effect in the economy
- There has been a slight increase in land use applications for remodels
- Tourism is up slightly

- County services are fairly sustainable over next few years using reserves built up from the good years

Education Program

Kieu-Oanh Nguyen of Western Financial Group (a group of independent financial advisors) provided information to the Board about options for possible funding of future building projects.

Education Program

Heather McNeil presented information on the upcoming children's, teen, and adult summer reading programs that include free books, free programs, and raffles for prizes.

Hours of Operation

The Board discussed district hours of operation. A staff committee is being formed to look at open hours throughout the district, including possible hours for the new east Bend facility.

BUDGET HEARING

President Ann Malkin opened the budget hearing. As no one wished to speak, the hearing was closed.

RESOLUTIONS

2010/2011 Budget

The Board discussed the 2010/2011 proposed budget. Beth Pearl-Gent moved that the Board adopt the Budget Resolution which allocates expenditures and establishes the tax rate. Ray Miao seconded the motion. The motion passed unanimously.

LIBRARY NEWS

- Story Stars – Jim Gill – June 19th
- Library Foundation received a grant for a part-time staffing position – started recruitment
- DPL has won the 2010 “Best of Show Award” for Ann Hettinger’s graphic design on The Early Literacy Calendar by The Library Leadership and Management Association of the American Library Association for the category of Reading Programs: Children and Young Adults.
- Staff Day – October 18, 2010

EXECUTIVE LIMITATIONS POLICIES

Transfer from General Fund to Reserve Fund

The 2009-2010 Budget included a \$510,000 transfer from the General Fund to the Reserve Fund. Transfers from the General Fund are normally transferred the last month of the fiscal year after revenue estimates are confirmed. Revenues are projected to exceed budget estimates.

Pearl-Gent moved that \$510,000 be transferred from the General Fund to the Reserve Fund as recommended. George Riser seconded. The motion passed unanimously.

Emergency Library Director Succession

Director Todd Dunkelberg noted that the training of the Assistant Directors Kevin Barclay and Sandy Irwin indicate success of this policy as Irwin moved on to accept another Assistant Director position. Director Dunkelberg will oversee the training of Kevin Barclay, Assistant Director and rotate other managers in the areas of Board Governance Support, Budget Training, and Human Resources. The Board requested a second manager be designated for training for emergency succession which Dunkelberg will provide at the July Board Meeting. Pearl-Gent moved that the District is in compliance with the monitoring report. George Riser seconded the motion which passed unanimously.

Courier Services Contact

A cost comparison for the district's courier service indicated a substantial savings by contracting out the service. Four quotes were obtained from local vendors. The lowest quote was CJ's courier service. This includes all Deschutes Public Libraries, Jefferson County and the Linx school deliveries. This also includes Saturday service from Bend to Redmond. Pearl-Gent moved to authorize the Director to contract for courier services not to exceed \$32,000. Pat Lawrence seconded which passed unanimously.

EXECUTIVE SESSION

The Board recessed at 2:15 and opened an executive session to conduct deliberations with the persons designated by the governing board to negotiate real property transactions as provided for in ORS 192.660(2)(e). The Board resumed the public meeting at 2:30.

Pearl-Gent moved to authorize the Director to sign a lease agreement for the east Bend Library facility once the terms of the agreement are finalized and shared with President Malkin. Pat Lawrence seconded. The motion passed unanimously.

GOVERNANCE PROCESS POLICIES

The Board discussed the July election of Board officers. Board members agreed by consensus that President Ann Malkin will poll Board members to determine interest.

SELF-REVIEW OF MEETING BY BOARD

The Board appreciated all of the presentations. Staff was commended for all the work involved in promoting the Summer Reading Programs.

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

ATTEST

Todd Dunkelberg
Library Director