UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT
Strengthening our community libraries

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Minutes
Board of Directors Meeting
October 28, 2026, at 12:00 pm
District Office (425 South Main St., Pendleton Oregon) & via Zoom

ATTENDANCE BOARD
Judy Bracher
Nick Nash
John Thomas, President
Caty Clifton
Kathy Thew, Vice President (via Zoom)

ATTENDANCE STAFF
Heather Estrada, District Director
Dea Nowell, Technical Services Manager

ATTENDANCE – VISITORS
Peggy Clifton – Chicago, IL

CALL TO ORDER
Board President John Thomas called the Board Meeting to order at 12 noon. And visitor Peggy Clifton was welcomed.

CALL THE ROLL & ESTABLISH QUORUM
Heather Estrada stated that we have a quorum with 4 Board Members in the office – Judy Bracher, Nick Nash, John Thomas, and Caty Clifton – and Kathy Thew via Zoom.

APPROVAL OF THE AGENDA
Caty Clifton made a motion to approve the agenda as presented. John Thomas seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

PUBLIC COMMENT
None.

MINUTES
Board Meeting: September 24, 2026 – Nick Nash moved to approve the minutes from September 24th. Judy Bracher seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

ALSP Review Meeting: September 22, 2026 – Nick Nash moved to approve the minutes from September 22nd. Caty Clifton seconded the motion. The motion passed with two abstentions (voting for: Caty Clifton, Nick Nash, and John Thomas; abstaining: Judy Bracher and Kathy Thew, as neither were present at the meeting).

ALSP Review Meeting: October 12, 2026 – Judy Bracher moved to approve the minutes from October 12th. Nick Nash seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

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CALENDAR UPDATE
Heather Estrada reminded the Board that the District's all staff in-service is a week from tomorrow (November 6th) in Athena, at the Stahl building (formerly PGG building) from 9 am – 3 pm, with coffee starting at 8:45 am.

John noted that he will not be at the November 19th Board meeting.

CORRESPONDENCE
Heather Estrada shared that we received more annexation notices for Hermiston and passed them around.

REPORTS
FINANCIAL STATEMENTS & BANK RECONCILIATIONS – September 2026
There were no comments regarding the September2026 financial statement. Caty Clifton moved to accept the financial reports, pending audit. Nick Nash seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

STAFF MONTHLY REPORTS
Heather Estrada noted that she attended the cybersecurity summit/tabletop that Linn Benton Lincoln ESD put on and stated that it was very good. She noted that the one thing that came up several times was MS-ISAC [Multi-State Information Sharing and Analysis Center] – more on this under Board Training. Heather also gave a quick update on Echo PL – Anna's last day is tomorrow. There will probably be some restructuring in terms of full-time/part-time with the library director, though they do have an interim director who will be running the library part-time for the immediate future.

Heather also shared that she and Monica [Hoffman], along with several library directors in the District went to an EveryLibrary training in Maupin for 2 days that was hosted by LEO. The speaker talked about many things, including what you can and cannot say politically – probably the information we don't spend enough time on…

When asked if she wanted to share anything about her report, Dea Nowell noted that she was out of the office for much of the last 2 months, so not much to share. Heather also noted that Monica has been easing back in this month and will be full boar next month.

Heather also asked if the Board Members would like to comment on the ALSP Reviews, since they are all completed. Caty Clifton noted that they were awesome. There were several comments regarding how most everyone really stepped up in their sharing, and the Board Members learned a lot about each library and situation through the reports. One thing that was noted was how much the smoke impacted many of the summer reading programs – and that many don't have any type of emergency action plans. One thought came up about gathering a list of what was referenced in terms of what UCSLD can do, besides providing tax dollars, and what to do with it for the next Board Retreat.

BOARD TRAINING – CYBER DISCUSSION AND NEW MEMBERSHIP, ALSO NO SELF EVAL ANYMORE ON SDAO
Heather Estrada spoke again about MS-ISAC that was referenced during staff monthly reports. She noted that we are now signed up, as SDAO said we all had to – the State of Oregon secured membership opportunity to access powerful cybersecurity tools and dedicated support at no cost to us. Heather also noted that she and Dea [Nowell] have much to discuss in this regard as we now have access again to the cybersecurity report done by Linn-Benton Lincoln ESD from when we met with them in June.

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Heather also noted that the self-evaluation on SDAO is no longer there – it is something that we can revisit at the Board Retreat, however we have 8 free hours of consultation with SDAO that we could utilize for this.

OLD BUSINESS
LIBRARY IQ UPDATE
Heather Estrada shared that LibraryIQ is now available for she and Dea [Nowell] and will be available to each library as introduced/invited to join… The Board Members and Heather talked about having a backup plan should Umatilla not follow through on continued funding for Library IQ… and it was mentioned that we could possibly do something like is being done with Comics Plus, if necessary.

NEW BUSINESS
SICK LEAVE POOL
Heather Estrada invited Nick Nash to introduce this topic. Nick spoke of the history of the sick leave pool and noted he would like us to fill it back up, as it is currently empty. His thought was back to 40 hours. John Thomas asked if there would be any barriers if any of the hours were used to be automatically refilled the next month? After a brief amount of discussion, Nick Nash moved to refill the sick leave pool to 40 hours. Judy Bracher seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

APPROVE ALL FY26-27 ALSPs
Heather Estrada shared that all of the FY26-27 ALSPs (except Pendleton PL's) are in hand and will be posted on the website when Dea [Nowell] can get to it. Judy Bracher made a motion to approve the FY26-27 ALSPs. Nick Nash seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

POLICY – PERSONNEL POLICY, SECTION 2 (pg. 5-11)
Caty Clifton noted that she didn't see anything needing to be changed in this section, nor did anyone else. Thus, this section will be pending, along with the first section until they have made it all the way through reviewing the policy.

GOOD OF THE ORDER
Caty Clifton reintroduced her sister, who is a retired librarian from the Library of Congress. There were many shared stories of Washington, DC, around the table.

NEXT DISTRICT BOARD MEETING
The Board will be meeting at 12:00 pm on Thursday, November 19, 2026.

ADJOURN
John Thomas entertained a motion to adjourn the meeting. Caty Clifton so moved. Judy Bracher seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas). The meeting was adjourned at 1:22 pm.

Respectfully submitted by Dea Nowell

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