



**UMATILLA COUNTY  
SPECIAL LIBRARY  
DISTRICT**

Strengthening our community libraries

PO Box 1689  
425 South Main Street  
Pendleton, OR 97801

Phone (541) 276-6449

**Umatilla Special Library District Board**

**Regular Meeting of the Board of Directors  
Thursday, January 25, 2023, 5:30 pm**

425 South Main Street, Pendleton, OR 97801 and

Zoom Link: <https://us02web.zoom.us/j/85296035266?pwd=ZXZLNQ1HRXRiRUNtRmpRT2llc1BRUT09>

Meeting ID: 852 9603 526

Passcode: 654951

Audio Only: +1 971 247 1195

Agenda	
Call to order- Regular Meeting	President
Call the Roll & Establish Quorum	Secretary to the Board
Approval of the Agenda	President

Topic	Lead	Purpose Outcome
<b>Public Comment</b> - Limited to Two Minutes Per Person  Limited to 30 Minutes Total  Anyone may come forward at this time. Comment on any topic not on the Agenda. Public comment will be invited on Agenda items at time of consideration. Only those who sign up will be heard at that time. Only Board directed general discussion permitted	President	Please sign up
<b>Minutes -</b> Board Meeting - December 28, 2023	President	Approval
<b>Calendar Update</b>	Director	
<b>Correspondence</b>	Director	Share at the meeting
<b>Reports</b>  <ul style="list-style-type: none"> <li>• Financial Statements               <ul style="list-style-type: none"> <li>○ Accountants' Report - December 2023</li> <li>○ Banks &amp; Pool Balances</li> </ul> </li> <li>• Staff Monthly Reports</li> </ul>	Director  Director  Director	Share the December Financials  Information

Topic	Lead	Purpose Outcome
<b>Board Training</b> <ul style="list-style-type: none"> <li>Discuss desired topics and Schedule Board Retreat - update plans</li> </ul>	Board	March 2
<b>Old Business</b> <ul style="list-style-type: none"> <li>Approve new Sick Leave Policy</li> </ul>	Board	Decision
<ul style="list-style-type: none"> <li>Approve Emergency Action Plan for District</li> </ul>	Board	Decision
<b>New Business</b>		
<ul style="list-style-type: none"> <li>Budget process: appoint Budget officer, approve timeline and Budget Committee</li> </ul>	Director	Decision
<ul style="list-style-type: none"> <li>Strategic Plan Review to prep for Board Retreat.</li> </ul>	President	Information
<ul style="list-style-type: none"> <li>Governing Documents and Policy Review - EDI &amp; A and Updates <ul style="list-style-type: none"> <li>ALSP Priorities</li> </ul> </li> </ul>	Board	Review & Approval Each month a new set of governing documents and policies will be reviewed with an equity, diversity, inclusion, and anti-racism lens, as well as updating policies as needed.
<b>Good of the order</b>	Everyone	
<ul style="list-style-type: none"> <li>Next District Board Meeting - February 22, 2024</li> </ul>		Information
<b>Adjourn</b>	President	Motion

Sign language interpretation will be provided for the public if requested 48 hours before the meeting; notice 72 hours before the meeting is preferred. Requests may be made to Heather Estrada at 541-276-6449.