



**UMATILLA COUNTY  
SPECIAL LIBRARY  
DISTRICT**

Strengthening our community libraries

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**Minutes  
Fiscal Year 2019-2020 Budget Committee Meeting**

April 9, 2019 at 5:15 pm  
Pendleton Center for the Arts, Board Room  
Pendleton, Oregon

**ATTENDANCE - BOARD:**

Kara Davis, Pendleton  
Michelle Munro, Vice President, Hermiston - Rural  
Hilary Stoupa, President, Adams  
John Thomas, Pendleton [via GoToMeeting]

**ATTENDANCE - APPOINTED BUDGET COMMITTEE MEMBERS:**

Caty Clifton, Athena  
Mark Petersen, Pendleton

**ATTENDANCE - STAFF:**

Erin McCusker, District Director  
Dea Nowell, Technical Services Manager

**GUESTS:**

None.

**CALL TO ORDER:**

The meeting was called to order by Hilary Stoupa at 5:46 pm.

**CALL THE ROLL & ESTABLISH QUORUM:**

Roll was called by Erin McCusker with 6 Budget Committee Members present, thus there was a quorum.

**AGENDA CORRECTION:**

Erin McCusker noted that she made an error on the agenda by including the word "cents" following ".3682" in the "Discussion, Approval, Set Tax Rate" section, which should be removed. Mark Petersen moved to approve the agenda as amended. Caty Clifton seconded the motion. The motion was unanimously approved.

**WELCOME & GROUND RULES & HOUSEKEEPING:**

Erin McCusker welcomed everyone and thanked them for their time and service to the Library District. She then went through some ground rules for the meeting. She also reviewed the budget calendar with the Committee, noting that the Budget Hearing would be May 16, 2019, with a Board Meeting following in which the Board would adopt the FY2019-20 budget. It was noted that the Budget Committee Members did not need to be present for that, however they were welcome to attend.

**INTRODUCTIONS:**

Members of the Budget Committee introduced themselves.

**ELECTION OF BUDGET COMMITTEE CHAIR:**

Hilary Stoupa opened the floor for nominations of Budget Committee Chair, noting that Mark Petersen had stated he was willing to chair the meeting. Kara Davis nominated Mark Petersen to

Chair the Budget Committee Meeting. Michelle Munro seconded the motion. The nomination was unanimously approved.

**BUDGET PRESENTATION:**

Mark Petersen asked Erin McCusker to present the proposed FY2019-20 budget. Erin McCusker presented the proposed budget, explaining each of the funds and then reviewing the proposal, explaining specific areas as necessary.

**PUBLIC COMMENTS:**

(There was no one from the public present.)

**DISCUSSION, APPROVAL, SET TAX RATE:**

Kara Davis moved to accept the proposed budget as presented. Hilary Stoupa seconded the motion. There were no questions and the motion passed unanimously.

Hilary Stoupa moved to set the tax rate of .3682 per \$1,000 of assessed value. Caty Clifton seconded the motion. There were no questions and the motion passed unanimously.

**ADJOURNMENT:**

Mark Petersen called for a motion to adjourn. Hilary Stoupa moved to adjourn the meeting. Michelle Munro seconded the motion. The motion passed unanimously. Mark Petersen adjourned the meeting at 6:56 pm.

Respectfully submitted by Dea Nowell