



UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT

Strengthening our community libraries

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Minutes
Board of Directors Meeting
February 24, 2022, at 5:30 pm
via Zoom
[Pendleton, Oregon]

ATTENDANCE BOARD

Jubilee Barron (via Zoom)

Sharone McCann (via Zoom)

John Thomas, Vice President (via Zoom)

Caty Clifton (via Zoom)

Nick Nash, President (via Zoom)

ATTENDANCE STAFF

Erin McCusker, District Director (via Zoom)

Dea Nowell, Technical Services Manager (via Zoom)

ATTENDANCE - VISITORS

Kristin Williams, Athena Public Library Director (via Zoom)

CALL TO ORDER

Board President Nick Nash called the Board Meeting to order at 5:31 pm.

CALL THE ROLL & ESTABLISH QUORUM

Erin McCusker called the roll and stated John Thomas, Nick Nash, Sharone McCann, and Jubilee Barron were present, thus, there was a quorum. Caty Clifton arrived shortly thereafter.

APPROVAL OF THE AGENDA

No changes.

PUBLIC COMMENT

Comments from Kristin Williams:

Thank you for giving me an opportunity to address you this evening. For the record, my name is Kristin Williams and I am the director at Athena Public Library. I have given notice of resignation to the City of Athena but I wanted to take a minute to let you all know as well. This board is such a strong supporter of Umatilla County libraries and I have felt that support during my 4.5 years as director in Athena. I wanted to let you all know how much I appreciate the way you advocate for the district as a whole and in specific ways for individual libraries. We see when you like or share things from our Facebook pages, when you write letters to the editor about things happening in our libraries, when you praise our efforts to our city councils and when you come to our buildings and listen to our plans and ideas. You may think that your work is primarily accomplished in this meeting room but I assure you, it is not.

We live in difficult times and, while I hesitate to prognosticate, I think there are even more difficult times ahead. The challenges facing libraries are increasing and the challenges facing libraries in Umatilla county are exacerbated by the foundational system of organization and the inability of individual library directors to think about library services in a whole county way. I have been guilty of this too so I accept some of the blame, but I strongly believe that if library directors and city managers keep silo-ing themselves and considering ONLY what's good for their individual libraries and not ALSO what's best for the county as a whole, library services in this area will be threatened, possibly existentially. Among

other things, budgets are tightening and expenses are rising and I believe increased collaboration and cooperation is needed to survive these and other threats.

While I am sad to be leaving APL and UCSLD, I am excited about the possibilities for new collaborations in the future. I will be the new director of the library and learning hub at BMCC and I look forward to exploring the ways that the library district and the college can deepen and strengthen our ties as we serve overlapping constituencies. I hope you will continue to think of me as an advocate and partner of Umatilla County public libraries. I believe deeply in the work of rural libraries – including rural community college libraries – and I look forward to continuing the work alongside all of you.

The Board Members congratulated Kristin and noted that they look forward to additional conversations regarding this. After Kristin left, the Board noted that they really appreciated she had come and shared her thoughts with them.

MINUTES

Board Meeting: January 27, 2022 – John Thomas moved to accept the minutes as presented. Caty Clifton seconded the motion. The motion passed unanimously.

CALENDAR UPDATE

None, till we get to the Budget Calendar under New Business.

CORRESPONDENCE

Erin McCusker stated that a letter from the Hermiston Planning Department was received regarding changes to the greater Hermiston Enterprise Zone. And she read the email posted today by the State Library of Oregon stating that per an announcement today, on April 1 Governor Brown will be lifting the emergency declarations related to the COVID-19 pandemic; and that the Oregon Health Authority will be lifting the mask requirement for most indoor places, including libraries on March 19, along with their further recommendations regarding masking.

REPORTS

FINANCIAL STATEMENTS - January 2022

Erin McCusker commented that everything is business as is usual this time of year in terms of the financials. Jubilee Barron moved to approve the January 2022 financial statement, pending audit. John Thomas seconded the motion. The motion passed unanimously.

STAFF MONTHLY REPORTS

Erin McCusker noted that Monica Hoffman has still been getting out, and that Dea Nowell is continuing with cataloging and scanning early Board documents. Erin announced that the 2008 Honda Fit (former courier car) has been sold and was loaded on a truck this afternoon. She noted that she is working with the libraries regarding the historical grant and highlighted Weston PL's digitizing of more historical photos with their grant money this year. Erin also shared that Pendleton PL had applied for and received a continuing education grant from the District for the upcoming PLA conference, they will be sending 2 staff members. She shared that Shannon Huneycutt of Spark Joy Charlotte, a KonMari consultant, will be guest speaker at the April in-service, per the committee's request. She shared the topics of her monthly column which included Read Across America, information on the historical grant, and the summer reading program. She also shared that SDAO announced at their recent conference their best practices this year are focused on boards and board education. Erin will be sharing more details regarding each of this year's SDAO best practice area discounts with the Board.

OLD BUSINESS

COMMUNITY NEEDS ASSESSMENT

Erin McCusker commented that she has been working with Darci Hanning, at the State Library of Oregon, to narrow down the survey questions and she walked through the proposed narrowed list with the Board for their thoughts and input. She further noted her plans for doing the interview portion of the survey. Discussion followed regarding finding some of the groups to interview, as well as approaches to setting up interviews with various groups. She is also working on gathering studies which have already been done in the area where we can look for themes amongst them. Erin stated one of the things she is looking forward to during the interview portion is sharing about who and what we are as the Library District. The interview portion and the survey questionnaires will occur during the month of March. The next piece will be when Darci Hanning comes to work with us at the April 9th Board Retreat regarding the findings. Erin reminded the Board that this is a qualitative, not quantitative, needs assessment and that not only do we want to learn more about our community members, but we also want a formalized document that can be shared with, and available to, others.

AGREEMENTS FOR LIBRARY SERVICES

Erin McCusker stated that we have 6 signed agreements in hand – from Adams, Athena, Pendleton, Pilot Rock, Ukiah, and Weston. The Board felt that April would be a good time to follow-up with any cities that have not yet returned signed agreements.

NEW BUSINESS

BUDGET COMMITTEE MEMBERS

Erin McCusker shared that she had received a library director recommendation for Dave Richmond (Athena) as a possible Budget Committee Member to fill the vacancy created when Sharone McCann became a Board Member. Erin contacted Mr. Richmond who is willing to serve on the Committee. He recently retired as the City of Milton-Freewater's finance manager. Caty Clifton moved to approve the Budget Committee slate for this year. John Thomas seconded the motion. The motion passed unanimously.

BUDGET CALENDAR

Erin McCusker noted that every one of the Budget Committee lay members were available for a meeting on April 14th, except for one person. With that date in mind Erin filled in the TBD dates in the 2022-2023 Budget Calendar with 3/21 as the send notice date, 3/31 as 1st notice published, 4/7 as 2nd notice published, and 4/14 Budget Committee meets and approves budget. John Thomas moved to accept the Budget Calendar for FY2022-23 as Erin shared with them. Jubilee Barron seconded the motion. The motion passed unanimously.

ACCEPTANCE OF AUDITS

Erin McCusker shared that city audits had either been received or she had been given notice of extensions from all cities and one school district. Extensions were in place for Helix, Milton-Freewater, Pendleton, and Stanfield. Caty Clifton made a motion of formal acceptance of the audits received and for those who have extensions, as documented by Erin. Jubilee Barron seconded the motion. The motion passed unanimously. Erin reminded the Board that this means we will continue sending checks for the libraries (as is written in the agreement to continue sending out checks when required documents are received).

GOOD OF THE ORDER

There was appreciation amongst the Board Members for the comments Kristin Williams made earlier in the meeting regarding the District, etc.

NEXT DISTRICT BOARD MEETING

The next Board Meeting will be March 24, 2022, at 5:30 pm.

ADJOURN

Sharone McCann moved to adjourn the meeting. John Thomas seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:25 pm by Board President Nick Nash.

Respectfully submitted by Dea Nowell